

README.DOC

JANUARY 1991

ORANGE COAST IBM PC USER GROUP

VERSION 7.1

ON JANUARY 26

GORDON EUBANKS VISITS OCIPUG!

The OCIPUG General Meeting will feature Gordon Eubanks, the CEO of Symantec. As many of you know, Symantec recently merged with Peter Norton Computing. In fact the last computer user group that Peter Norton talked to before the merger was OCIPUG! Gordon is considered to be one of the leading experts in artificial intelligence. Read more about Symantec on Page 15.

AUTODESK 3D STUDIO SHOWS ITS STUFF!

Autodesk 3D Studio is an interactive graphics software package for creating high-quality 3D still images and animations. This program is ideal for producing flying logos and other animations. Greg Pyros, a local architect who has worked with Autodesk products for a number of years, will dazzle us with a demo.

THIS ISSUE

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P. O. Box 1589
Costa Mesa, CA 92628.

PURPOSE STATEMENT

The purpose of the ORANGE COAST IBM PC USER GROUP is to provide a forum for members to share information and experiences that will help other members obtain maximum benefit and enjoyment from the use of their IBM PC and compatible personal computers.

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Past Publishers:	Steven Dela	1987-1989
	Stephen Burnside	1989-1990

GUIDELINES FOR README.DOC ARTICLE SUBMISSIONS

All items submitted for publication are subject to editing. We reserve the right to refuse any material submitted for publication.

Send all submissions to the Editor, on or before the deadline listed below, using one of the following formats:

- 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: P. O. Box 8224, Newport Beach, CA 92658.
- 3. HARD COPY** is acceptable only if typed and double-spaced.

DEADLINE FOR ALL SUBMISSIONS WILL ALWAYS BE 12 MIDNIGHT ON THE SATURDAY FOLLOWING THE GENERAL MEETING.

General Meeting Report

Harv Haight

New President Steve Burnside opened our 70th General Meeting promptly at 9:00 AM. After some welcoming remarks, he turned the meeting over to John Lunsford for Random Access. There were many specific answers to individual questions, but points of general interest were few: 1) partitions should be 16 MB or more to avoid the penalty of large cluster size; 2) Powerdisk and VOpt defraggers work better than Norton's Speedisk; 3) Spinrite II, Version 1.1A are available upon request, not sent out automatically; 4) Disk Doctor, 777-1238, was thought to be reliable for hard drive repairs; and 5) AST Utility Disk Version 3.1 may have a virus.

John Cambel, of Time Slips, next presented a detailed view of Time Slips III, a program to track performance, reports, and billing. With but one lawyer in the audience, his example of legal billing was somewhat academic, although the hourly rates he confirmed were staggering. Time Slips III sells for \$189 at Egghead and appears hard to install, although easy to use.

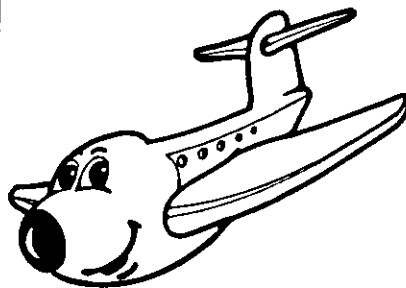
Jim Appleby, of The Business BBS, showed this competitor to CompuServ, with emphasis on availability of info from many company RBBSs. The Business BBS charges \$3 per hour and is available via a 213 area number.

Following a presentation, by John Goodman, of thank-you scrolls to Board members, SIG leaders, and other volunteers, John Lunsford announced additional library offerings. SIG and general announcements followed a ten-minute break.

Bruce Ryan of Microsoft (Washington) took over the rest of the meeting, showing first the Productivity Pack, and then the Non-Productivity or Entertainment Pack. In part 1, the Productivity Pack teaches Windows 3.0 via role figures like Cleopatra, Einstein, and others. In part 2, demos show how to work smarter with Windows 3.0. In part 3, the questions most frequently asked via help lines are answered fully. This pack retails for \$59.95.

The Entertainment Pack includes seven major entries: Tetris, Minesweeper, Cruel (Solitaire), Golf, TicTachos, Taipai, Pegged, and Idlewild. Idlewild in particular is a barrel of laughs. All run under Windows 3.0 and with VGA or Super-VGA are fantastic. The Entertainment Pack retails for \$39.95.

Finally, Bruce showed the Air-



port and Scenery Designer add-in for Flite Simulator IV - more of the exquisite detail of this masterpiece. The Designer retails for \$39.95.

There were 25 raffle prizes awarded despite problems in executing our standard selection program; winners are listed elsewhere. OCIPUG thanks those who contributed raffle prizes! ■

RAFFLE WINNERS

**Microsoft
Entertainment Pack
\$39.95**

Winston Jewson
Catherine Burnside
Marco Giammarinaro
Al Weilo
Victor Caron
Ali Tehrani
Harv Haight

**Productivity Pack
\$59.95**

Charles Lovin
Gerald Sinykin
Gody Siason
Jim Fort

Joe Falcon
Keith Williams
**Windows 3.0
\$149.95**

Sharon Raustadt

**Time Slips
Time Slips
\$299.95**

James Samuelson
Michael Englehart

**Intuit
Quicken 4.0
\$59.95**

George Fowles
Reg Roberts

**John Goodman
Spinrite Hard Disk Guide
\$15.00**

Vance Avis

**Digital Research
DR DOS 5.0
\$99.00**

Clifford Pratt

President's Message

Steve Burnside

There are many problems and issues the Board of Directors will have to deal with this year; declining membership, lack of equipment at the SIG space, and further improvements to the SIG space. We have made some progress in the improvements on the SIG space. The BBS Committee has built a cabinet to house the BBS hardware and it is now under lock and key inside the SIG space office. We are now able to utilize the office space for other purposes. One of our goals is to make the club's HP LaserJet II available for use by the SIGs, and by committees having to print out material pertaining to club business. As soon as we come up with a method to secure the printer, and a computer to use with it, we will move it there.

Speaking of computers, the club is in need of a computer for the SIG space. Many of the SIG leaders have been bringing their own computers from home, or their offices, for use in demonstrations. I needn't tell you the risks involved in constantly moving a desktop computer around. In addition, it is kind of ironic that a computer club doesn't have a decent machine to call its own. We are, therefore, embarking on a campaign to find a vendor or vendors who would be willing to donate a computer or two, to the club. We are seeking a 16 Mhz 80386SX as a minimum, and a full 80386DX, or 80486, as the desired goal. We will be looking for a full system, or the parts necessary to build one.

We are also in the market for a decent video display system for the SIG space. Our VGA monochrome projector is in need of repair, and/or adjustments. Director Steve Silverwood, has volunteered to find a means of getting it repaired,

if he can find a manual for it. However, in spite of the outcome of Steve's efforts, the fact remains that we need a color VGA quality display system. New Director Ben LeGare may have come up with the answer. He has proposed that the club acquire a 27" TV with Super VHS input capability. With the addition of a VGA to Super VHS converter, we could have a large screen VGA quality display system for under \$700-800. This is substantially less than the \$5,000 plus cost of a color VGA projection system. Ben will research the cost, and the possibility of finding a donor, and report back to us at the January meeting. John Goodman, our Past President, will follow up on an offer of help made by one of the large computer manufacturers in the area. He will be presenting them with a list of our equipment needs, in hopes that the vendor will find a way to help us out.

Terry Currier will be working on reversing the decline in membership, and along with former Director Robin Clark, will be starting a new SIG dedicated to absolute beginners. If you have ideas to help in the area of membership, please pass them on to Terry.

Ginger Buck, who volunteered to be appointed club Secretary, has been approved by the Board and has assumed the duties of this valuable service to the club.

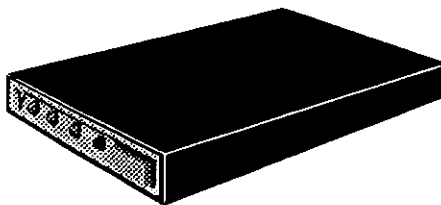
As you can see, new Board members have come aboard with enthusiasm, and returning Board members are continuing a tradition of service. If there is an area you would like to help us with, don't hesitate to contact me or any of the Officers or Directors. We can surely use your assistance. ■

ABC'S of the BBS

Bob Otke

Let's talk about MODEMS. It was a surprise to learn, from Bill Machrone's column in a recent PC Magazine, that less than a third of all PCs have modems! I suppose that a lot of PC users are worried about the complexity of telecommunications. We'll cover some of the possible misconceptions and perceived problems. In short, if you know where the Big Red Switch is, you can use a modem.

The modem is the essential piece of peripheral hardware needed for telecommunications. Cost should be no real barrier to the average user. A 2400 baud internal modem can be had for much less than a hundred dollars.



It will take the average user about half an hour to install. Just open the case, slip the modem board into an available slot, close the case, and connect the telephone line. Easy! Most modem boards are set up from the factory, and will not require any major configuring.

Basically, you will have to make some simple decisions on what to buy. My first recommendation is a 2400 baud internal. If money is really a problem, and speed is unimportant, swap meet prices on 1200 baud internals can go as low

as \$30. As you would guess, though, the 2400 is twice as fast, and you will probably save the difference in telephone and on-line charges. If money is no object, and you really want a screamer, go for the 9600 baud externals, but be prepared to pay \$600 to \$1200.

External modems will give you exactly the same communication service as the internals. They have an independent power supply, so do not detract from your system. But the power requirements of a modem are so low that power is not an important consideration. Externals do have a lot of pretty but mostly unnecessary lights to tell you what they are doing. Who cares? All you really want is to be on-line. The externals are much more convenient if you plan to use them with more than one CPU.

What else do you need for telecommunication? Well, you need a software communications program. There are a lot of those at a wide range of prices. If you took a poll of OCIPUG users, my guess is that you would find well over half of them using ProComm Plus. The shareware version of this program is on the BBS as PCPLUSTD.ZIP. The commercial version (exactly the same in function) can be found for as little as \$40 (\$67 at Soft Warehouse). Another excellent, full feature shareware program is Qmodem, also available on your BBS (QM42DSST.ZIP). Either of these, and many others, is convenient to set up, and will offer you

all of the simplicity or complexity that you desire or can handle.

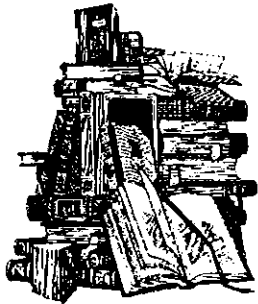
So, now your modem is installed, software in place as described in the docs, and you are ready to go. Well, come on aboard the OCIPUG BBS. Start first with the Public Line (843-0388), fill out the questionnaire, and you will be given access to both lines within a few days. Remember, **YOU CANNOT HARM THE BBS OR DO ANY DAMAGE**, so go to it. If you are in a hurry to get aboard, call me (759-1515), and we'll set you up in a very short time. First, you should download **BBSUSER2.DOC**. That is not compressed, so can be printed directly from the file. It is a fifteen page primer on the use of your BBS, and will answer most of your questions.

You will find over a thousand shareware programs available. For a complete list, just download **FILES01.91** for a list of everything available as of the first of January. In addition, there are many other local bulletin boards, some with enormous file lists. Some of my favorites are: Chips+, operated by Addison Ching for the Newport-Mesa Unified School District (760-3265), Wellspring at UCI (856-7996), and the Kandy Shack (636-2667). There is no charge for these bulletin boards, and the sysops do their best to make you

...continued on page 4

THE OFFICIAL SPINRITE II AND HARD DISK COMPANION

Harv Haight



The Official SpinRite II and Hard Disk Companion, John M. Goodman, IDG Books Worldwide, Inc., San Mateo, CA 94402, 1990. Paperback, 283 pages with graphics, fully indexed, preface by Steve Gibson, \$14.95.

OCIPUG's Past President, John Goodman, began marketing his new book just in time to be a welcome Christmas present for the serious PC user. I got my copy during the break at December's General Meeting, and by Sunday night I was sure I'd gotten my money's worth.

John clearly has combined two books in one. The first half of his book is a detailed exposé of just how Steve Gibson's SpinRite II does its marvelous thing. Steve's acknowledged opening up to John adds to its authenticity.

John describes in Chapter 1 how reinterleaving is done the hard way, and how SpinRite II does it faster and better, while refreshing sector heads and recovering unreadable data. In Chapter 2, he contrasts factory analog analysis of surface defects with SpinRite II's multiplicity of digital techniques. Digital techniques make it possible to judge if sectors no longer flawed can be returned to service. Chapter 3 reveals behind-scenes aspects of

SpinRite II, with all rationales of initial setup steps explained. Timing is measured exactly as the basis for saying MFM or RLL, for finding sector interleave, for data transfer rates, and for other parameters. John shows how, during reformat, SpinRite II takes data from a sector, stores it in a track buffer, low-level formats the empty sector to a desired interleave (often correcting sector flaws), and then rewrites the data to the acceptable sector.

Chapter 4 is for the power user who wants "to make SpinRite dance and sing." Herein John gives a chronology of how SpinRite has evolved, followed by full interpretations not given in product literature, and hints or tips on how to keep data safer and SpinRite operation easier. An IMPORTANT discussion concerns head parking utilities and the major improvement of hard drive life which results from the use of the PARK.COM file in SpinRite II.

Chapters 5 through 8 present a veritable encyclopedia of magnetic storage techniques and hard drives. In early 1986, as a principal engineer in components at Western Digital, I had to write several detailed procurement specs for the then new RLL (Run-Length-Limited) WD drive circuits. If only I'd had this book then!

OCIPUG readers are quite familiar with John's usual writing style in *README.DOC*, and many have attended his SIG classes. His style in this book blends both, reflecting his skill with PC-OUTLINE techniques, but is quite brisk with little overkill. In a fascinating appendix, John eulogizes Steve Gibson and tells how Steve and SpinRite evolved. ■

ABCs of the BBS ...continued from page 3

welcome. Also, the North Orange County Computer Club operates an excellent BBS under Bert Langer. Their Public Line is 730-6743. Once again, don't worry about "screwing-up!" Only the sysops can really make a mess of a BBS, and, as you all know, we do that often...

Of course, the best way to continue learning about this fascinating field of computing is to attend the Modem SIG every month (first Thursday) at the SIG space.

Some new programs on the BBS during the last few weeks:

SMDRV306.ZIP is a replacement (bug fix?) for the Microsoft Windows 3.0 SMARTDRV.SYS. I don't know what changes they made, but the original SMARTDRIVE didn't always work so well. If you run Windows 3.0, you should probably upgrade.

VI10.ZIP is by far the best of the Windows icon viewers. With this little program, you can see a full screen of your icons and their filenames. Makes it easy to select and install an icon. For easiest use, put this in your Windows subdirectory along with all of your icons. It makes things even easier and faster if you rename all the *.ICN to *.ICO.

VSUM9012.ZIP is Patricia Hoffman's latest contribution to the virus field. If you have any interest, you should download this big file. It lists every known virus (to 12/2/90), its symptoms, detection, effects, and cleanup. The article also gives a bit of history of the virus, when and where it first surfaced, etc. There are more than two hundred computer viruses now wreaking their havoc!! ■

LAPLINK VERSION III

Harv Haight

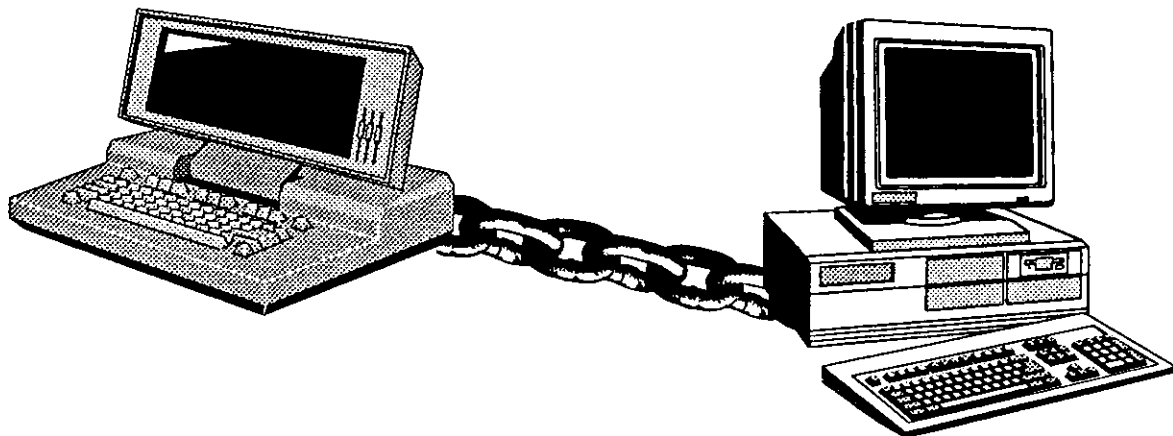
In *README.DOC* of June 1990, in an article called *Follow Up Tale*, I wrote of a simple program called *ZAPIT.COM*, which enabled me readily to transfer serially files between my two computers. In late July, I placed in the RBBS the file *ZAPITDOC.ZIP*,

which contained *ZAPIT.COM* and detailed instructions for various null-modem cables.

ZAPIT worked and cost little but descriptions I read of *Traveling Software's Laplink Version III* lured me into plunking down \$89.76 for the basic program plus

two multipurpose cables, one for serial transfer and one for parallel transfer. I tried existing null-modem cables for serial transfer, but they didn't work as well as the cables supplied. A trace of the serial cables showed the following:

D-Shell 25-pos Female (DBF-25 for PC or XT)	D-Shell 9-pos F (DBF-9 for AT)	D-Shell 9-pos F (DBF-9 for AT)	D-Shell 25-pos Female (DBF-25 for PC or XT)
Pin 1	Case	Case	Pin 1
Pin 2	Pin 3	Pin 2	Pin 3
Pin 3	Pin 2	Pin 3	Pin 2
Pin 4	Pin 7	Pin 8	Pin 5
Pin 5	Pin 8	Pin 7	Pin 4
Pin 6	Pin 6	Pin 4	Pin 20
Pin 7	Pin 5	Pin 5	Pin 7
Pin 20	Pin 4	Pin 6	Pin 6



Modification of standard modem tables to the above is not difficult for the average technician; the purchased cables can then be used for outside shop work.

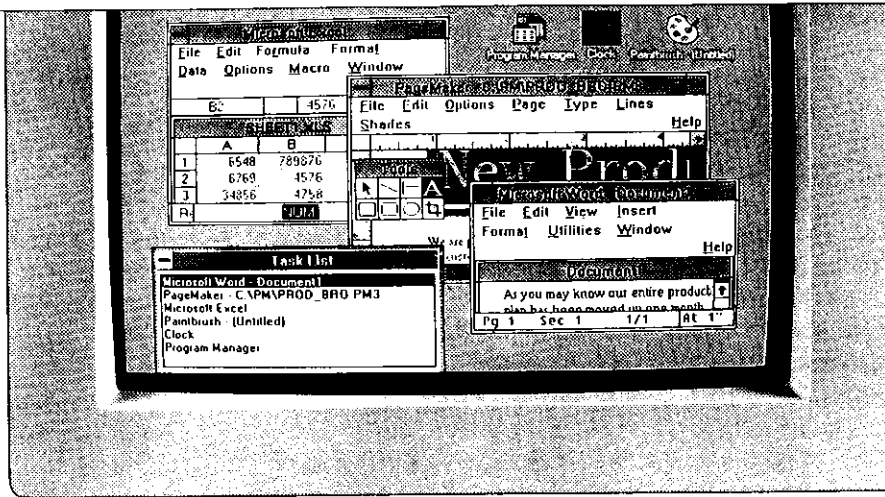
I went no further than applying the active file *LL3.EXE* to *COM1*, the usual serial port. *LL3.EXE* must be in the root directory of

both computers, or in a recognized path. The fastest transfer rate is 115,200; if a slower rate is necessary, both machines should be set to this. In the serial mode, *LL3.EXE* can be installed from the local unit to a remote unit, using a "remote install" mode.

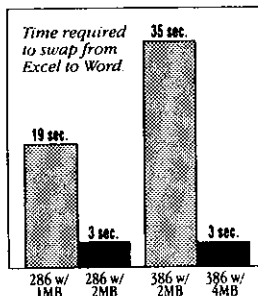
Other programs come on the *Laplink III* disk; I went no further

because *LL3.EXE* did what I wanted. I read the manual, but the overlays were sufficiently self-explanatory that the manual was not essential.

I found this commercial program far superior to any of the public domain or shareware programs. ■



Open more Windows with an Above™ Board.



Above Board memory means faster access to more Windows applications

adding at least 2MB to run Word for Windows— at least 4MB if you're on a network or use large applications like Excel. And, without additional memory, you'll waste time waiting to access applications, fonts, and graphics.

The wraps have finally come off. Now that Windows 3.0 is out, you can switch to a graphical PC environment and handle multitasking applications with ease. Right?

Actually, as you add Windows applications, memory requirements increase. For example, Microsoft recommends

The solution? An Intel® Above™ Board—voted number one in *PC Week's* Corporate Satisfaction Poll two years in a row. Above Boards provide up to 14MB of memory and are guaranteed compatible with Windows and hundreds of other DOS packages.

To find out how Above Boards can open more Windows for you, call Intel today at (800) 538-3373. To have information faxed directly to you, call (800) 525-3019 and request Document #9959.

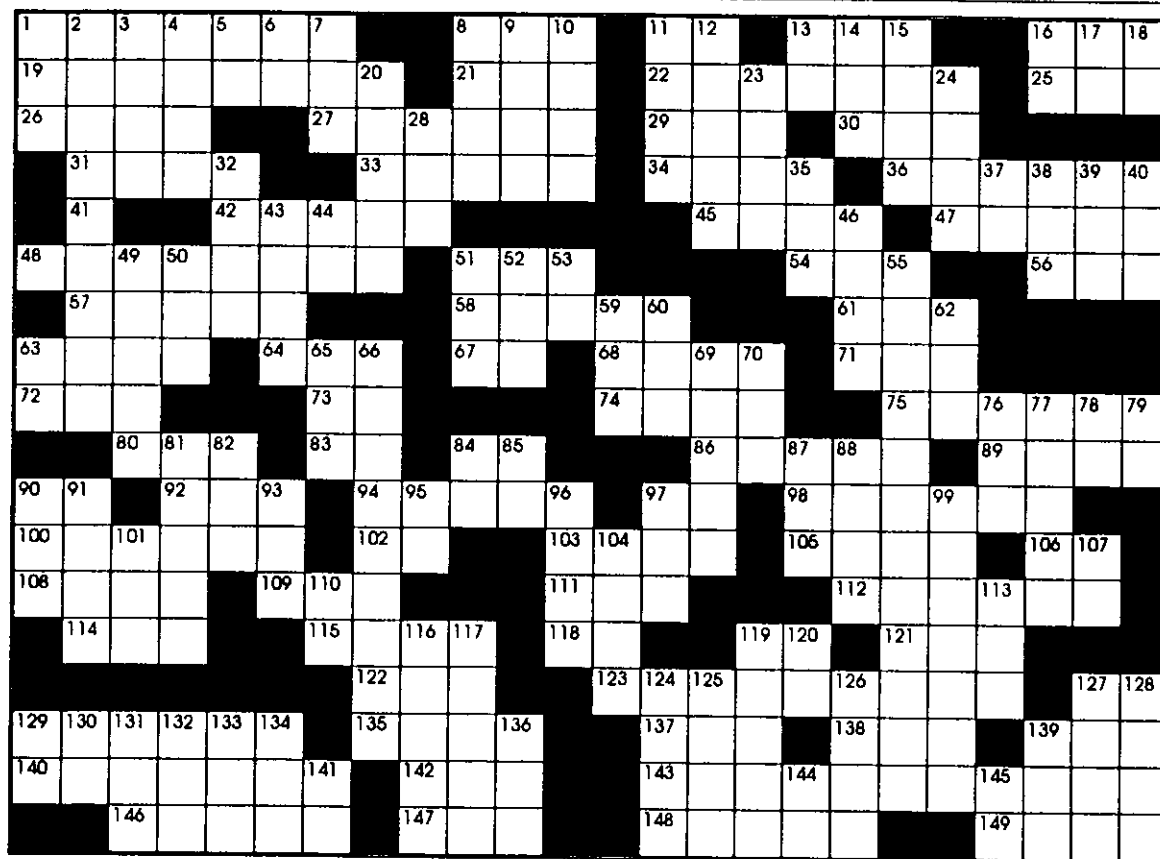
Because once you get an Above Board, using Windows is an open and shut case.



*With 4MB Page Back memory option. Timing performance test conducted using an IBM PS 2 Model 50 and Above Board 2 Plus running Windows 3.0 in standard mode, and an IBM PS 2 Model 70 and Above Board 30 running Windows 3.0 in enhanced mode. © 1990 Intel Corporation. Above and 995 are trademarks of Intel Corporation. Windows, Word for Windows and Excel are trademarks of Microsoft Corp.

OCCIPUZ

by
Dick
Lewis



SOLUTION IN NEXT MONTH'S *README.DOC*

ACROSS

- 1 The Turbo people
- 8 RR depot (abrv.)
- 11 All CAPS (abrv.)
- 13 Classified _____
- 16 Big Blue's latest peanut?
- 19 Ours is 714
- 21 Storage vessel
- 22 PC keyboard key
- 25 Unix rival
- 26 "King and I" venue
- 27 Anticipate
- 29 Anger
- 30 8080 computer; Sun moniker
- 31 Pleasure
- 33 Inert gas
- 34 Superman's vision
- 36 Enclaves
- 41 Personal pronoun
- 42 Wyoming peak
- 45 Santa _____ Valley, CA
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- 48 Active
- 51 Executable file extension
- 54 View
- 56 Nosh
- 57 Philosopher Mortimer
- 58 High nest
- 61 Nevada town
- 63 Brooklyn suffix
- 64 Listening device
- 67 Minute of arc; border state (abrv.)

- 68 Enif, for one
- 71 Red or Black
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- 73 Anent
- 74 Composer _____
Vaughan Williams
- 75 Foreign settler
- 80 Computer OEM
- 83 255 in hex
- 84 GI agency (abrv.)
- 86 ROM variety
- 89 Peel
- 90 "___ I was saying"
- 92 ___-out (get by)
- 94 What Jean Stevens does
- 97 Major US mfg. (abrv.)
- 98 Worshipped
- 100 Aspect and gear _____
- 102 DOS file attr. (abrv.)
- 103 U-_____ (trade mark)
- 105 Spiffy
- 106 Lady ___
- 108 Well-known Place
- 109 Kind of chart
- 111 Onassis moniker
- 112 Japanese island chain
- 114 Hondo or Grande
- 115 Slight
- 116 RI neighbor (abrv.)
- 119 A Norton utility
- 121 Sports org. (abrv.)
- 122 Reo, for one
- 123 African region
- 127 Another Norton utility
- 129 Military mission

- 135 Time periods
- 137 Boat gender
- 138 Verb type (abrv.)
- 139 "Raven" author initials
- 140 Laser printer innards
- 142 Half an African fly
- 143 Sporting equipment
- 146 Holmes' street
- 147 Concorde (abrv.)
- 148 Writer Ernie's offspring
- 149 Away from the wind

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- 2 Create
- 3 Not integer
- 4 Kind of excuse
- 5 Not DC
- 6 Negative
- 7 Ike monogram
- 8 Common name in Malmo
- 9 Mexican staple
- 10 Abrv. used on office memo
- 11 OS/2 rival
- 12 Favor or flavor
- 13 Fresco or Capone
- 14 MS-, PC- or DR-
- 15 Free or towel
- 16 Italian river valley
- 17 Infamous Nazi org. (abrv.)
- 18 Lotus minus 3
- 20 The oil spillers
- 23 Average

- 24 Paul _____, Swiss painter
- 28 Sword superior
- 32 Major suffix
- 35 Affirmative
- 37 Same as M 6 down
- 38 Same as 13 F across
- 39 Oolong, for one
- 40 Same as 18 J across
- 43 Emerald Isle (Gaelic)
- 44 Goes with fro
- 46 Catching some _____
(dozing)
- 48 Personal pronoun
- 49 Common name (once)
- 50 DOS command
- 51 "___ do"
- 52 IBM or Compaq (abrv.)
- 53 Male form of address
- 55 Charitable
- 59 Interrupt servicer (abrv.)
- 60 Greek letter
- 62 Tater relative
- 63 Ego counterpart
- 65 Sandy comment (comics)
- 66 Library tome
- 69 Have _____ for (knack)
- 70 Mfg's agent (abrv.)
- 76 Same as 3 P across
- 77 Topsy
- 78 Care giver (abrv.)
- 79 Mr. _____ (TV series)
- 81 Watch brand name
- 82 Boxing term (abrv.)
- 84 Roman 6
- 85 First 286 PC
- 87 Mod talk
- 88 Redolent quality
- 90 _____ Schnitzler (rhymes with Harp)
- 91 German region
- 93 Sixth sense?
- 95 Kind of loop
- 96 Rip-off
- 97 PC video interface (abrv.)
- 99 Vegetable or pie
- 101 Cycle prefix
- 104 Smell _____
- 107 Bloomington campus
- 110 Not isn't
- 113 Asian air carrier (abrv.)
- 116 Computer I/O chips
- 117 Alloy or gall
- 119 Refraction law author
- 120 Exists
- 124 Invitation request
- 125 Nautical greeting
- 126 Contests
- 127 Fire or white
- 128 Church part
- 129 Per _____
- 130 Switch position
- 131 Basic PC colors (abrv.)
- 132 _____ Maria
- 133 _____ Jet printer
- 134 Wide shoe
- 136 Mathematical theory
- 139 Annex or addition
- 141 Not Jr.
- 144 _____ Mans
- 145 Self-help group (abrv.)

DESKTOP PUBLISHING

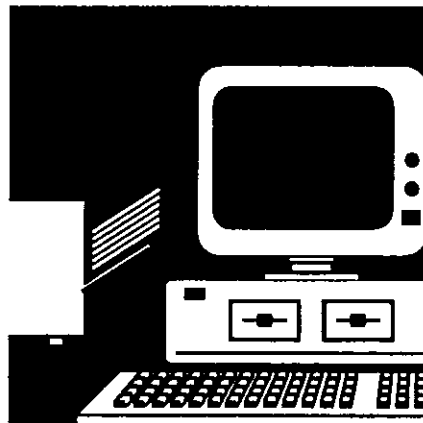
Steve Burnside

Last month Dick Lewis wrote about books that he found helpful in the field of programming. For a while now, I have been planning to write a series of articles on desktop publishing, with an emphasis on books and other sources of information that have been invaluable to me. Somehow I never got around to it. Suffice it to say that Dick Lewis' article has shamed me into doing it. This, then, is the first in a series on Desktop Publishing, and just as Lewis' article inspired me to share my knowledge with you, I hope that this series will be an inspiration for others to do the same.

Desktop Publishing books can be broken down into two major categories; program specific, and non-program specific. Program specific would include books on Ventura Publisher, PageMaker, Corel DRAW!, and the like. Non-program specific would include books that provide training and information in graphic design, layout, and production. This month I want to focus on a specific program, Ventura Publisher. In succeeding months I will write about books on Corel DRAW! and on design in general. Also, I'm sure that Richard Villa, leader of the Desktop Publishing SIG, will provide us with tips on books and materials that he has found helpful in working with PageMaker. Hopefully, others with desktop publishing experience will follow the lead and write an article for the newsletter, sharing their knowledge with all of us. Now on to Ventura Publisher.

The learning curve for Ventura Publisher can be a steep one. Ventura documentation, though excellent, can be intimidating to the new user. Any software that comes in a package 5" thick is

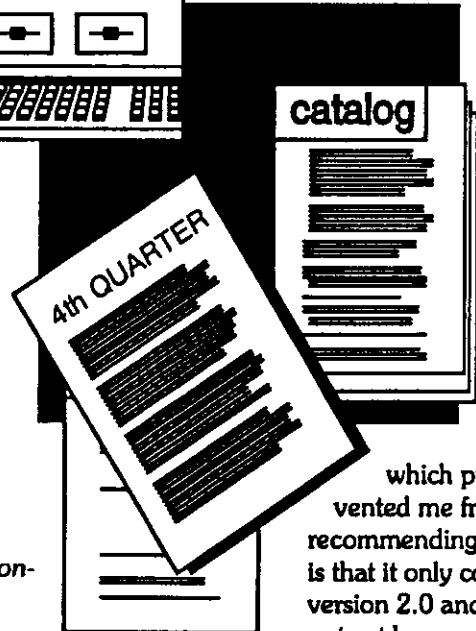
bound to unsettle a tyro. There are, however, some excellent books that every beginner should consider before tackling VP head on.



The Easy Ventura Book, by Rick Altman, is a distillation of over 1500 hours of VP training courses which Altman has conducted. Rick is one of the Gurus of Ventura, and knows the program inside out. He has conducted VP training for numerous Fortune 500 companies, as well as, *Consumer Reports* and *Publish!* magazines. The book is a step-by-step course on the basics of Ventura covering version 2.0, as well as, 3.0 DOS/GEM version. It does not, however, cover the Windows version of Ventura. This book should get any new user up to speed in no time. It comes with a disk that contains the text and graphic files necessary to do the lessons. It is published by Peachpit Press and retails for \$29.95.

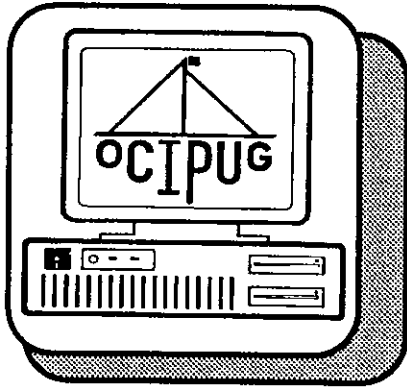
Publishing Power with Ventura, by Martha Lubow and Jesse Berst, is my personal favorite VP primer. This book has taught me

more, in the least amount of time, than any other book I've read on VP. It, too, can be purchased with a companion disk, but if your budget is tight, you can purchase the book separately, and type the text files in straight ASCII text. I strongly recommend that you get the companion disk; otherwise, be prepared to do an awful lot of typing. The major drawback of *Publishing Power*,



which prevented me from recommending it first, is that it only covers version 2.0 and has not yet been updated

for the 3.0 Gold Series. However, it can be used with the DOS/GEM version of Ventura 3.0 with only minor discrepancies, but it is of no help with Ventura for Windows, or VPWIN as it is commonly called. The publisher is New Riders Publishing and it lists for \$27.95 without the disk, and \$39.95 with the companion disk. The companion disk is also available separately for \$14.95. I bought the book without the disk and ordered by phone from New Riders, which is located in Thousand Oaks, and it arrived in two days.



Orange Coast IBM PC User Group SIG GUIDE

*A Calendar of Meetings & Events
published by Richard Villa*

For more information on membership, write to OCIPUG at PO Box 6100-211,
Costa Mesa, CA 92628. Call Voice - 714/843-2048 or BBS - 714/843-0388

	SUN	MON	TUE	WED	THU	FRI	SAT
JAN		OCIPUG Board Meeting 6:30 PM @ St. Andrews	Real Estate 8 AM				New Users 9 AM
	27	28 MS Word	29	30	31	1	2 DOS 1 PM
FEBRUARY	3	4	5 Spreadsheet	6 Desktop Pub./ Windows 3.0	7 Modem	8	9 Programming 9 AM OS/2 1:15 PM
	10	11 Word Perfect	12 Database	13	14 CAD/ Graphics	15	16
	17	18 Genealogy	19 DataEase BBS	20 Investors	21 Corel Draw 6:30 PM @ Graphix Zone	22	23 9AM - OCIPUG General Meeting O.C.C. Science Hall
	24	25 MS Word @ Architectural Resources OCIPUG Board Meeting 6:30 PM	26 Real Estate 8 AM Personal Finance	27 Q & A	28 Hardware		

All Special Interest Groups (SIG's) are held from 7 PM to 10 PM at our SIG SPACE,
located at 17632 Metzler Lane, Suite 211, Huntington Beach unless otherwise listed.

BBS

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. Check the HOT-LINE for the topic for February.

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 February meeting we will try to have a guest speaker. Please come with your questions. Meeting starts at 6:30 PM.

Graphix Zone, 38 Corporate Park, Irvine - Near Jamboree & Alton Pkwy.

DATABASE**2ND TUE**

SIG Leader: Bob Schmiedeke 714/536-1178

This SIG discusses various database programs, specializing in *dBASE*. At the February we will learning how to get the maximum use of templates. Come with your questions.

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 February.

DESKTOP PUB./WINDOWS3**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 *PageMaker* and other advanced topics in the last half. At the February meeting we will look at *PubTech's BatchWorks & File Organizer*.

DOS and LANGUAGES**1ST SAT**

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 the topic for February.

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. Check the HOT-LINE for the topic for February. 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. Check the HOT-LINE for the topic for February.

INVESTORS**3RD WED**

SIG Leader: Dan Jacobs 714/675-5895
Designated Guru: Joe Farber 714/642-6993

Explore the world of computer-aided investing. At the Feburary meeting we will examine *AIQ Stock Report*, a computerized stockexpert system, which automatically picks stock for purchase or short sales, its 70% claimed accuracy could make you rich!

MODEM**1ST THU**

SIG Leader: Rich Sabin 714/965-6734

Reach out and access the whole world of information through telecommunications. Check the HOT-LINE for the topic for February. 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 TWO in the cycle. You may start at any point in the cycle.

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. At the February meeting we will continue the review of printing techniques in OS/2.

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

PERSONAL FINANCE

4TH TUE

SIG Leader: Max Lockie 714/644-0103

This SIG discusses the various financial packages for the PC. At the February meeting we will discuss Intuit's *Quicken 4.0*.

PROGRAMMING

2ND SAT

SIG Leader: Wendy Sarrett 714/733-9906

This SIG covers various aspects of programming and programming languages. Check the HOT-LINE for the topic for February.

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 the topic for February.

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

SIG Leader: Bonnie Ulanovsky 714/646-5230

The Shareware SIG will NOT meet for this month. We will resume in the near future.

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 February meeting we will discuss graphs.

WORD

4TH MON

SIG Leader: Winston Jewson 714/544-4330

Microsoft Contact: Dave Lorenzini 714/751-9262

Microsoft Word 5.5 is a powerful and popular word processing package. At the February meeting there will be a seminar/demo of using the features of the new *Word 5.5*. We will show Alki's *MasterWord* - a collection of tools for obtaining higher efficiency of *Word 5.5*.

Architectural Resources, 3001 Redhill Avenue, Bldg 2, Suite 107, Costa Mesa.

WORDPERFECT

2ND MON

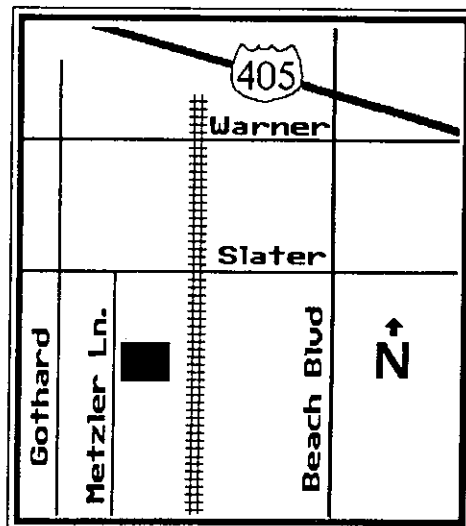
SIG Leader: Susan Novak 213/594-4144

W-213/491-3081

Contact Person: Ben Swanson 213/865-4555

Come and learn about this popular word processing package. Check the HOT-LINE for the topic for February.

SIG SPACE



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

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

Saturday January 26th, 1990 - 9:00 AM to Noon

**GENERAL
MEETING**

New Products for the Upcoming Year

Gordon Eubanks, CEO Symantec

3-D Studio

Greg Pyros, Autodesk

➔ 8:40 to 9:00 AM - Random Access!

**MEETING
LOCATIONS**

**Orange Coast
College**

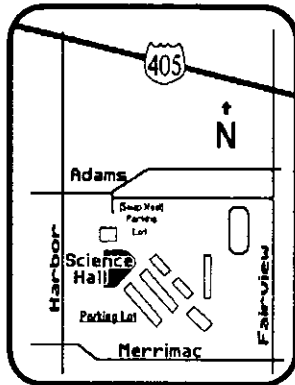
Costa Mesa

2701 Fairview Rd.

General Meeting:

Science Hall (next to
Chemistry Bldg.)

Parking in campus lots
available off Adams or
Merrimac.



SIG Space

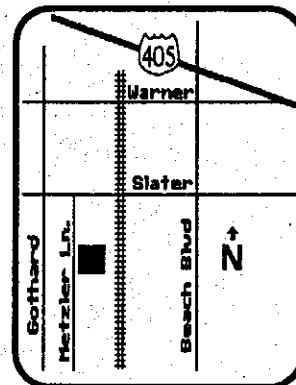
Huntington Beach

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.

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Keeper of the Calendar: Richard Villa - 714/841-6991 - Deadline for March Calendar: Feb. 9th.

Ventura By Example, the Windows edition, by Webster & Associates, is the first book I've picked up on Ventura for Windows. I just got this one today and can't tell you much about it. A cursory reading of the blurb on the back reveals that the book is based on over 1,000 hours of classroom training, and contains 20 modules. Webster & Associates have developed a variety of desktop publishing training materials, including the official courseware used in Xerox's own training classes. This book takes a different approach by using the example chapters provided with the Ventura program, rather than a separate disk of training files. I will have more to say about it at the Corel/Ventura SIG, after I've had time to examine it further. It is another Peachpit Press book and lists for \$24.95. Incidentally, I have a pre-release copy so it may be a couple of weeks before it's generally available.

Ventura Tips & Tricks, by Ted Nace, is sort of the "bible" of Ventura Publisher. This book is one that every Ventura user should own. If you buy only one book to supplement the Ventura documentation, this is the one to buy. I have all three editions. When I started using Ventura, version 1.1 was the most recent version. Since then I have progressed through version 2.0, to the current 3.0 DOS/GEM and Windows versions. Through it all, Ted Nace's *Ventura Tips & Tricks*, has been my constant companion. My copy of the 2nd edition is a horrible sight, all dog-eared pages, and Post-It notes sticking out, but still always ready with the answer to some mystery of Ventura. *Ventura Tips & Tricks* is the book one turns to when Ventura mysterious-

ly crashes, or freezes in the middle of printing, or some other routine operation. If there is a remedy, you'll find it in Nace's book. In addition to being a sort of first aid kit for VP, *Ventura Tips & Tricks* is also a reference work for third party software, which can help make Ventura manageable, and for making it easier to work with various kinds of hardware. I cannot over emphasize the value of this book for those planning to do any serious work with VP. The 3rd edition of *Ventura Tips & Tricks* is being released now. It is completely updated and covers both the DOS/GEM version and the Windows version of 3.0. Its another Peachpit Press book and carries a cover price of \$27.95.

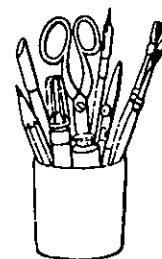
Inside Xerox Ventura Publisher, by James Cavuoto and Jesse Berst, is another "must have" reference work on Ventura. It is now in its 3rd edition, which covers only the DOS/GEM version of VP 3.0. *Inside Xerox VP* is an almost encyclopedic reference to the workings of Ventura. It is the one I turn to when I've forgotten how to do a particular procedure, or when I'm working with a feature of Ventura I've never used before. *Inside Xerox Ventura Publisher*, is published by Ventana Press and has a \$24.95 cover price.

All the books that have been covered so far deal with the mechanics of the program. However, there is another side to Ventura which is just as important as the how-to-do-it side, and that is the when-to-do-it side. In other words, the aesthetic side of Ventura. The first stage most of us go through, when we come to desktop publishing, is the get-it-done stage. We are less concerned about how it looks, than getting it done and on the printed

page. Eventually we move on to the let's-do-it-because-we-can stage. In this stage we use a smattering of the formatting features that Ventura is capable of, mainly because it can be done. We use a fancy font here, and a curlicue there, until we end up contributing to the proliferation of bad desktop published documents, that seem to be everywhere. Here is where the, when-to-do-it books, can be of great value. These are the books that teach us the difference between good and bad design. They are the books that can help turn professional looking pages.

The Ventura Solutions Book, by Michael Utvich is a "mechanical" aesthetics book. Utvich shows you techniques for turning your Ventura produced pages into something special. He gives you the techniques for the layout and typesetting of pages that look good, and are effective in getting your message across. The author is one of the developers of Xerox's own training system for VP, and is a consultant to many corporate clients. The book is a Bantam book and costs \$24.95

Xerox Ventura Publisher Sourcebook, by Paul Klose and Dean Fueroghune, is the aesthete's aesthetic work on VP. The authors approach Ventura both as graphic designers, and computer users. They supply many examples of professionally done Ventura



...continued on page 10

Desktop Publishing
...continued from page 9

pages, showing how to use the tools and techniques of Ventura, to help you produce pages that will stand up against the best. They give examples of all kinds of documents produced in Ventura, which demonstrate Ventura's diversity. The authors assume the reader has a good bit of experience with Ventura, so this is not a book for beginners. It is for the person who is ready to move on to something above the ordinary in desktop publishing. The publisher is Dow-Jones Irwin Desktop Publishing and is \$29.95

Throughout this article I have made reference to the list price of the books I recommended. Be aware that I seldom pay full retail price for any computer books, and neither should you. I generally keep a list of books I want, and then go to one of the many computer swapmeets in the area to

buy them. You can usually get a very good discount. Some of the vendors will even give you more than the usual 20-25% off if you buy two or more books. Just ask. The ACP swapmeet is particularly good because there is no admission charge, which usually runs about \$6.00 at the paid admission swapmeets. Incidentally, there is a way you can get into the paid admission swapmeets free, just volunteer to work the OCIPUG membership booth. Most of the swapmeet vendors give computer clubs a free booth so that they can solicit new members. A couple of hours of PR work for the club entitles you to free admission, and gives you a chance to take a break and roam the aisles for bargains. See Terry Currier, our Membership Committee Chairman, for details. There are two other sources for discount books; Crown Books and Soft Warehouse. The Little Professor Book Stores and B. Dalton Books in South Coast

Plaza are sources for hard to find books on Ventura and Desktop Publishing topics, but neither one discounts from cover price.

Do not think that I've exhausted the list of worthwhile books on Ventura Publisher. My bookshelves contain over 12 books on Ventura, not including revisions of earlier works. If I failed to mention your favorite work it may be due solely to personal preference, or because some of the information may be outdated. Of course, you are free to write about your own favorite computer books on Ventura or anything else. If you do, why not pass it along to us for publication? Once again, I'd like to thank Dick Lewis for starting the ball rolling on this subject. By the way, does your shelf space of computer books exceed the space devoted to your computer system? Mine sure does! Whoever coined the term "paperless office," never used a personal computer! ■

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BATCH FILE BASICS

Michael Springer

We continue the investigation of testing techniques supported in batch files and practice using *replaceable parameters*. These are significant tools used in batch files that must have a variable quality.

The second form of testing is used to determine the existence of a file or subdirectory. This capability can be used to protect us from ourselves. For example, we can make a "safe copy" batch command that checks 1) to see that a named directory exists and 2) to see that a like-named file does not exist in that directory, before permitting a copy operation to that directory. We can check that needed files exist, before starting an application.

The form of the batch command is —

IF EXIST *filespec* conditional command where the conditional command is performed if *filespec* does exist.

We also can negate the command, in other words make the test exactly the opposite as follows —

IF NOT EXIST *filespec* conditional command where the conditional command is performed if *filespec* does not exist.

A lesser known capability of the IF EXIST test is the ability to check for the existence of a directory. The principle is to check for the existence of a file in the directory, thus proving that the directory exists. But, if you don't have any files in the directory how can you check for their existence? The trick is to check for a DOS device in the directory. At least that is what the test looks like —

IF EXIST *drive\path\NUL* conditional command (all on one line) where *drive\path* is the complete description of the directory you are checking for.

This month's batch file example takes advantage of IF EXIST and illustrates ways to use individual and combined replaceable parameters. PC MAGAZINE published a utility called DIRMATCH.COM that shows two directories side by side; duplicated filenames are on the same line with the most recent highlighted. One can copy easily, files from the left directory to the right, so order is significant when starting the program. Being lazy, I want to simplify using DIRMATCH when looking at like-named directories on two different drives. Why should I have to type the path twice? That is just an additional opportunity for me to make a mistake - sorry, mistake. As usual, 80%+ of the batch file protects me from me.

```
                :DIRM.BAT - DIRMATCH ENHANCER
ECHO OFF
CLS
IF "%1"=="?" GOTO HELP
IF NOT "%3"==" " GOTO MAIN

:HELP
ECHO.
ECHO %0
ECHO.
ECHO Command form:
ECHO %0 [source dr] [target dr] [path]
ECHO.
ECHO Example:
ECHO %0 B: C: \BUS\WP\DATA\MEMOS
ECHO.
ECHO Reduces keyboard input required
ECHO to use DIRMATCH on two like-named
ECHO directories on different drives.
ECHO.
GOTO END

:MAIN
IF NOT EXIST C:\UTIL\DIRMATCH.* GOTO OOPS
IF "%1"=="%2" GOTO ERRMSG1
IF NOT EXIST %1%3\PRN GOTO ERRMSG2
IF NOT EXIST %2%3\PRN GOTO ERRMSG3
C:\UTIL\DIRMATCH %1%3 %2%3
CLS
GOTO END

:ERRMSG1
ECHO.
ECHO You cannot check a directory
ECHO against itself, specify
ECHO different drives.
GOTO HELP

:ERRMSG2
ECHO.
ECHO Error in first drive and dir
ECHO specification.
GOTO HELP

:ERRMSG3
ECHO.
ECHO Error in second drive and dir
ECHO specification.
GOTO HELP

:OOPS
ECHO DIRMATCH is missing.

:END
```

Q&A SIG

Terry Currier



The Q&A SIG meeting on November 28th was a great success with 38 attending. Tom Marcellus was very helpful in giving tips and in helping to solve problems. One of the problems was how to get into a database from the main menu. The solution was, first select (U)tilities, then (S)et global defaults, from the main menu. You will now be in the first page of Q&A's default screen. If you haven't already done so, set the automatic execution to "yes," so that all you have to do is press the first letter of menu command for it to execute. Page down to see the alternate program setup, and choose a macro key to launch into the database you want. From there type in, as one of the alternate programs, ALTO (or what ever other letter you choose), press enter, then type in what you will do. The first letter you type on the second line starts the macro going into the data file you want. It helps to type something different then what is already on the menu, so that Q&A will start it without being confused by another. Now begin the macro by holding down the F2 key, then enter. Q&A will ask you which key combination you want to use. Hold the ALT key down and press the O key at the same time. From the main menu press F for files, then S for search, or A for add (which ever you want to do). Type in the name of the file and press enter. Now stop the recording of the macro by pressing the F2 key. Q&A will ask if you want to save the macro to file. Press enter to save it. You can now use this macro to start a search, or add, or what ever you want to do. Also, you can easily go into Report and knock out a daily report in record time. I set mine up so that by pressing O, I automatically go into File and Search, for the OCIPUG data file.

At the January 23rd meeting, Henri Laborde, Q&A Consultant, will be the guest speaker. Bring your problems.

At the February meeting, TRW will be here to demonstrate their new Property DataDisk and CDROM, which contains a property database with information. There will be a demo on how to bring this information into Q&A. ■

PROGRAMMING SIG

Wendy Sarrett

December was the first regular meeting of the Programming SIG. We discussed and compared C, C++, Pascal and Basic. We also demonstrated the Borland C++ compiler system, going through their on-line tutorials. I would like to especially thank Bill Phillips for allowing us to use his machine for the demonstration, etc. and for contributing significantly to the discussion.

The January meeting will be a comparison of some Pascal and C++ programs. We meet the second Saturday of the month before the O/S 2 SIG at the SIG space. Thus, the meeting will be held Saturday, January 12th, from 9 a.m.-12 noon. I look forward to seeing all of you with an interest in programming issues. ■

WORD SIG

Winston E. Jewson



FROM THE GUYS WITH:
THE WORD

Since the 4th Monday, regular meeting night of the WORD SIG was December 24th, Christmas Eve, the WORD SIG did not meet so that WORD devotees who were late shoppers would not be challenged as to which was more important. At our last meeting, November 26th, we delved into the subject of HIDDEN TEXT. What hidden text is, what it does, and how to use it.

Hidden text can be used: (1) To add a private or temporary comment to a document, such as including comments or notes in your document as reminders to yourself; (2) To keep formal track of notes in a document-- particularly if a document is reviewed on-line by several people; (3) When you are hiding information WORD uses to make an index or create a table of contents; (4) When you include special coding that WORD will use to incorporate graphic images or spreadsheet data in a document, etc.

Instructions can be embedded in a document to command WORD to perform a task, or earmark parts of a document as "special."

Hidden text is a CHARACTER FORMAT COMMAND. First, one must decide whether text will be formatted as visible or hidden. Selected text (highlighted) can be hidden by using the Format Character command, or the ALT key methods. You first SELECT, then apply the formatting desired. In WORD Version 5.0, press ALT + e (or ALT +xe if a

SIG REPORTS

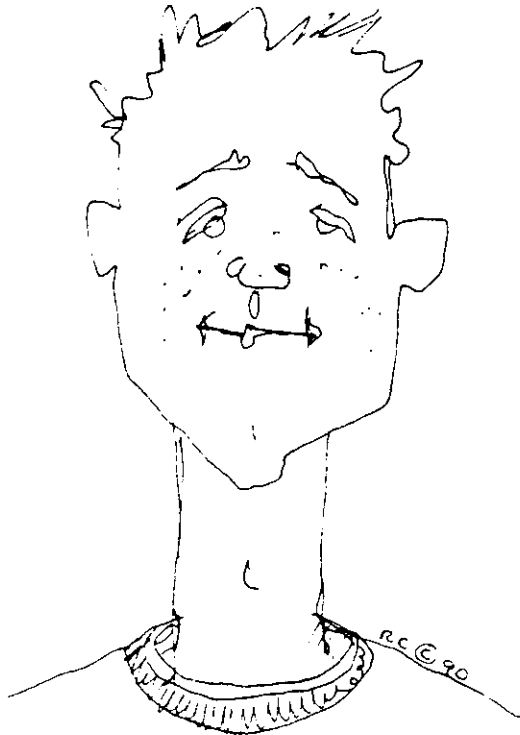
style sheet is in use), or use the Character command menu selection. In WORD Version 5.5, use the FORMAT CHARACTER pull-down menu and choose HIDDEN.

Those attending the WORD SIG saw the action unfold on screen and have added it to their bag of knowledge about WORD.

The next WORD SIG is Monday, January 28th. Join us for a discussion of working with the new release of MS WORD Version 5.5, with its new interface and increased ease of using a Mouse to move about. The new WORD 5.5 interface not only simplifies using Microsoft WORD for DOS-based PCs, but also makes it easier to use other Microsoft products, such as MS WORKS, WORD FOR WINDOWS, WORD FOR OS/2, WORD FOR THE MACINTOSH, EXCEL, etc. There are some significant changes of technique to accomplish the familiar ease of using WORD. It is a real POWER PROGRAM.

Check the hot-line (714) 843-2048, sometime Monday, Jan 28th before driving to the normal SIG site, since by that time we should know of the availability of a high-performance system at an alternate location for the meeting. ■

COMPUTIMES by Rac Hark



Ronald has a 64k brain in a 4 meg world.

BBS SEMINAR

So you got a MODEM during the holidays - now what?

Get on-line and take advantage of the OCIPUG BBS - hundreds of public domain and shareware files - leave and get messages to/from other members - ask questions, get help between meetings - stay in touch with your favorite SIGS

To help you get started, a one-day seminar will be conducted Sunday, February 10, 1991, from 1 to 4 p.m. Starting at the beginning, you'll see an example of installing communications software, getting the modem connected, making the call, navigating the BBS, downloading files and leaving/reading messages. We'll take the mystery out of the OCIPUG BBS. A clear picture of the BBS structure, and an understanding of the BBS commands, make using the BBS a simple matter. Many people confuse the BBS commands with their communication program commands. We'll help sort this out. Having trouble with either your communication software or modem? Bring your manuals, modem hardware and at least two disks. We have shareware communication programs and modem diagnostic programs that may help you. As time permits, we'll look at specific hardware.

And don't forget the MODEM SIG and BBS SIG meetings each month. ■

THE FRENCH CONNECTION

The French Government phone company began distributing free terminals seven years ago for their home-information service called Minitel. There are five million terminals installed in homes and businesses now.

Americans can get free PC software to access Minitel (in English) by phoning (914)694-6266 or by writing Minitel Service Co., 2900 Westchester Ave., Suite 101, Purchase, NY 10577. ■

Summary Draft of Minutes of December 17, 1990 Board of Directors Meeting

(As submitted by Ginger Buck, Secretary)

Board Members Present

Stephen Burnside, President
Richard Villa, Vice President
Ginger Buck, Secretary
George Mefferd, Treasurer
John Goodman, Past President
Sunny Lockie
Stan Sabin
Steve Silverwood
Terry Currier

Jim Petit
Ben LeGare
Bob Ottke
Harv Haight

Members and Guests

Jean Stevens
Larry Bailey
Mike Springer

Reg Roberts
Thurman Wade
Tom Stolp

Approval of Minutes of November 19, 1990, Meeting

These Minutes were unavailable. This was the first meeting of the newly elected officers for 1990/1991.

Appointment of Secretary

Ginger Buck was nominated and appointed as Secretary.

Treasurer's Report

George Mefferd had nothing to report. George Mefferd, Richard Villa, Steve Burnside and Sunny Lockie were approved as signers on the Club's checks.

Appointment of Committee Chairpersons

Richard Sabin was nominated and approved as Program Committee Chairperson. Terry Currier was nominated and approved as Membership Committee Chairperson. Robin Clark will assist him in this position. Sunny Lockie was nominated and appointed as Publication Committee Chairperson at the same time. Current APCUG dues assessment is \$25.00 and was approved.

APCUG Election of New Board of Directors

Five openings exist for various expired terms. Steve Burnside received names and biographies. He was nominated and approved to represent OCIPUG'S vote. He will try to get the names, biographies and his choices on the BBS.

Selection of APCUG Representative

Stan Sabin was nominated and appointed for this very important position. He will represent and vote on behalf of OCIPUG.

Sunny Lockie requested \$129.00 for 300 badge holders. This action was approved by the Board.

New SIG Leaders

Zimbroski was appointed as the new DOS SIG leader. Terry Currier was nominated and appointed as the Beginner's SIG leader.

Membership Help Directory

Steve Silverwood said since we don't have SIGs that cover each product, we need a directory of members willing to volunteer some time to help fellow members. Discussion ensued regarding listing addresses, times to call, categories, and the potential for abusive use by some. Various methods were analyzed on how to get the Directory started. Discussion was tabled until next month.

Miscellaneous Discussions

Bob Ottke mentioned that a 15 page booklet exists regarding the use of the BBS but it needs more editing before it goes to press.

Prodigy and OCIPUG

They previously gave us time and free memberships. The Board discussed Prodigy's goal in renewing our relationship and Steve Burnside will ask them for a letter confirming exactly what they want to accomplish.

Appointment of Parliamentarian

Tom Stolp received kudos from Steve Burnside regarding his great job with the Election Committee and being Parliamentarian last year and consequently was appointed Parliamentarian again.

Acquisition of 27" TV

Ben LeGare said we should consider a 27" TV for Club use as a display device at SIG Meetings. We would need to budget the cost of the TV and approximately \$100 for the converter. Ben LeGare was appointed to research the cost aspects. Steve Silverwood will try to get a manual on the VGA monochrome projector which is in need of repair.

New Business

Jim Petit said the BBS is now secured and that the office is available for use to SIG leaders. One of the Club's laser printers will be moved to the office after a security arrangement is devised. It was moved and passed that a lock box and code would be available to SIG leaders. Stan Sabin will oversee this job by having it donated or paying \$15 for it.

...continued on page 15

Board Meeting Minutes
...continued from page 14

Ben LeGare stated the Club needs a computer system for use at the SIG space. Board members will be contacting potential donors soliciting donations of equipment.

Terry Currier will co-sponsor, with Robin Clark, a "Beginner's SIG." He gave the Membership Committee Report and explained the hand-out. Reg Roberts questioned whether the ones who did not renew are being contacted for their reason. John Goodman said phone follow-up was done the middle of last year resulting in job change, moving and hardship cases as being the main reasons for non-renewal.

Richard Villa said John Lunsford will no longer be able to handle equipment set-up at the General Meetings. Richard Villa will attempt to find a replacement.

Michael Springer wants to conduct a four-hour session on using the BBS for new modem users on Sunday, February 10, and again on Sunday, March 10. This would not compete with Richard Sabin's Modem SIG and would be the very basic "how to's." He will get back to the Board regarding a time and name for his seminar.

Sunny Lockie requested guidelines for opening and distribution of mail. Numerous instructions/suggestions were discussed.

John Goodman announced the confirmed first six month's schedule for OCIPUG General Meetings at Orange Coast College as: January 26, February 23, March 23, April 27, May 25, and June 29. The tentative, but not confirmed, remaining six months are: July 27, August 24, September 28, October 26, November 23 and December 14. The President will appoint a new liaison with Orange Coast.

The meeting adjourned at 8:55 p.m.

(Editor's Note: The above minutes do not become official or certified until adopted by the Board at their next Board Meeting.)

CUSTOM COMPUTER

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For the Small Business Professional who wants to keep it SIMPLE!! You won't have to learn everything about computers. From a simple data base to multiple interconnected files. If you're tired of all the "space" talk and want to get it done in plain English, give us a call!!

WE FEATURE Q & A
Very Reasonable

Henri Pierre Laborde

(714) 895-2432

GORDON EUBANKS VISITS OCIPUG!

The OCIPUG General Meeting will feature Gordon Eubanks the CEO of Symantec. As many of you know, Symantec recently merged with Peter Norton Computing. In fact the last computer user group that Peter Norton talked to before the merger was OCIPUG!

Some of the products that Symantec produces are:

For DOS users:

- Q&A - Artificial Intelligence Database and Word Processor - Requests for information can be made in simple English.
- Time Line - Powerful project management software with excellent graphics presentation capabilities.
- GrandView - Organizer and Outliner.
- Norton Utilities - Utilities that should be in everyone's software library.
- Norton AntiVirus - Protects DOS systems against virus infection and repairs damaged files.
- Norton Commander - File management, viewing, electronic mail, file transfers.
- Norton Backup - Quick and easy backup for a single computer or a network.
- The Budget Express - Tailors Lotus 1-2-3 for budgets, plans, forecasts, and other financial applications.
- SQZ! Plus - Compresses Lotus 1-2-3 and Symphony spreadsheet files on disk automatically.

Macintosh products:

- More - Powerful outlining and presentations.
- Symantec AntiVirus for Macintosh - Prevents viruses and repairs damaged files.
- SUM II - Recovers lost hard drive and floppy data. Optimizes disks.
- THINK C - Supports object-oriented programming for the C language.
- THINK Pascal - Reduces the time that it takes to write a Pascal program.

Gordon is considered to be one of the leading experts in artificial intelligence.

Through the efforts of Steve Burnside, Paul Curtis, Floyd Taylor, and myself, Symantec will be video taping this meeting in order to create a video tape for smaller computer user groups to view at their general meetings.

If you have any questions about any of the products in the Symantec line, please get them to me through the BBS, hotline, by mail, or in writing, before the General Meeting.

This should be a fantastic meeting! Come early! Best seats will go quickly!

Richard Sabin
OCIPUG Program Committee

WELCOME TO THESE NEW MEMBERS

Bruce Anderson	Edon Larkin
Bob Biglou	Klein Lawrence
Arthur Bode	Sanford Mallard-
Shirley Ellis	Kane
Authur Green	Devon McRorie
Bret Green	Paul Neil
Iva Green	Jane Schinzinger
Art Green Jr.	Jeannine Stake
Robert James	Roy Stake
Roger Keilbach	Marvin Warden
Marshal Klueman	Alex Wodchis

THESE MEMBERSHIPS EXPIRE IN JANUARY

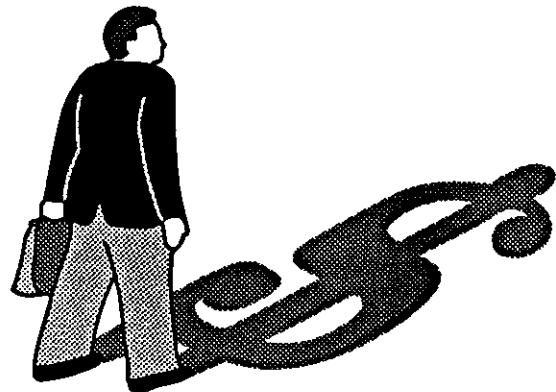
Bill Baldwin	Harold Metz
Barry Baxter	Martin Neely
Ray Bock	Steve Nickless
Kenneth Bourne	Margie Norton
Thomas Brock	Howard Nylander
Robert Buzerak	Craig Okun
Reta Cagle	Bob Para
Mike Cangl	Robert Parriott
Tony Carnicello	Porter Pierce
Victor Caron	Mark Powers
Pat Cline	Allan Roberts
Ann Corzine	Ralph Roos
Larry Courter	Jean Rudenski
Henry DeLapp	Harold Sharp
Gordon Emerson	Steve Silverwood
May Ethridge	Jack Simonson
Joe Falcon	Dean Sowers
Shelly Jo Gacsi	Ron Spruell
Anant Gajjar	Mike Stewart
Gerry Goodman	Ned Stewart
Pamela Greene	Jim Stolp
Gene Hales	Milo Surbat
Katherine Harkins	Patricia Taiji
Richard James	Tom Thompson
Vic Jashinski	John Valero
Gary Kaleta	Tom Van Tuyt
Kurt Keller	Joe Wade
Roland Kemp	Donald Weiner
Joseph Lambert	Paul Welton
Xuan-An Le	Hugh Wilkoff
Thomas Mahon	Kenneth Williams
Pamela Mang	David Yap
Barbara Meguro	Gary Zimmerman

THESE MEMBERSHIPS EXPIRE IN FEBRUARY

Jean Cody	Dick Goodman	John Kruse	Jenny Minton	Doug Pearce
Frank Coffee	Geof Gottler	Michael Lee	Christine Modrow	Arthur Saltzman
Kevin Criswell	Tom Gottler	Steve Mac Donald	George Moore	Jack Singer
Paul Delke	Lucille Hunter	Berenice Maltby	Sue Nolen	Gerald Sinykin
Jim Dobbs	Fred Huson	Pamela Mang	Robert Olea	Amy Steed
Edward Eitter	Bill Keel	Terence Mang	Jim Olson	Jean Stevens
J. Donald Franklin	Jim Kirkpatrick	Richard Mayeda	Robert Otike	Melvin Thexton
Timothy Gilles	Don Krueger	Roger Mendenhall	Dino Panicacci	Keith Williams

DECEMBER 1990 FINANCIAL REPORT
George Mefferd, Treasurer

	Un-restricted Funds	Tim Smith Fund
Cash Balance - November 30, 1990	\$8,721.91	\$4,180.92
Cash Receipts		
Interest	77.71	\$.86
Advertising	150.00	
Membership Dues - New	261.00	
Membership Dues - Renewal	693.00	
Miscellaneous	10.00	
Total Cash Receipts	\$1,191.71	\$.86
Cash Disbursements		
Rental - General Meeting	175.00	
Rental - Sig Space	767.00	
Printing - Newsletter	874.00	
Postage - Newsletter	140.00	
Printing - Other	75.44	
Meeting - General	40.97	
Miscellaneous	77.97	
Total Cash Disbursements	\$2,150.38	
Net Change in Cash Balance	-958.67	\$.86
Cash Balance - December 31, 1990	\$7,763.24	\$4,181.78



1991 OCIPUG Board of Directors

OFFICERS

President	Stephen Burnside	758-8957
Vice President	Richard Villa	841-6991
Secretary	Ginger Buck	534-7878
Treasurer	George Mefferd	673-4759
Past President	John Goodman	895-3195

DIRECTORS

Terry Currier	1991	774-2018
Harv Haight	1991	546-0820
Ben LeGare	1992	472-0944
Sunny Lockie	1991	644-0103
Jim Petit	1991	841-3699
Robert Ottke	1992	759-1515
Stan Sabin	1992	968-7307
Steve Silverwood	1992	534-6964

People and Numbers to Know

Membership	Terry Currier	774-2018
SIG Chairman		
Program Chairman	Richard Sabin	965-6734
Bulletin Board	Robert Ottke	759-1515
Library Committee	John Lunsford	995-0947
Facilities Chairman	Joe Farber	642-6993

OCIPUG BBS & Message line numbers

Public Line (1200/2400)	843-0388
Members only (1200/2400/9600)	843-9248
OCIPUG Info & Message line	843-2048

OCIPUG General Meeting Dates 1991

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).

January 26

February 23

March 23

April 27

May 25

June 29

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)

First Name: _____ Last Name: _____ Family Members: _____

Address: _____ Unit No. _____

City: _____ State: _____ Zip Code: _____

Home Phone: _____ - _____ Work Phone: _____ - _____

I consider myself to be: Beginner Intermediate Advanced

OCIPUG Business Sponsorship Program



7372 Prince Drive, Suite 101
Huntington Beach, CA 92647
843-9262

The Orange Coast IBM PC User Group thanks PCR Personal Computer Rentals for renewing its commitment to OCIPUG.

Your support enables us to better serve our members.

If you or your company would like more information on this program, please call Harv Haight at (714) 546-0820.

Orange Coast IBM PC User Group

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