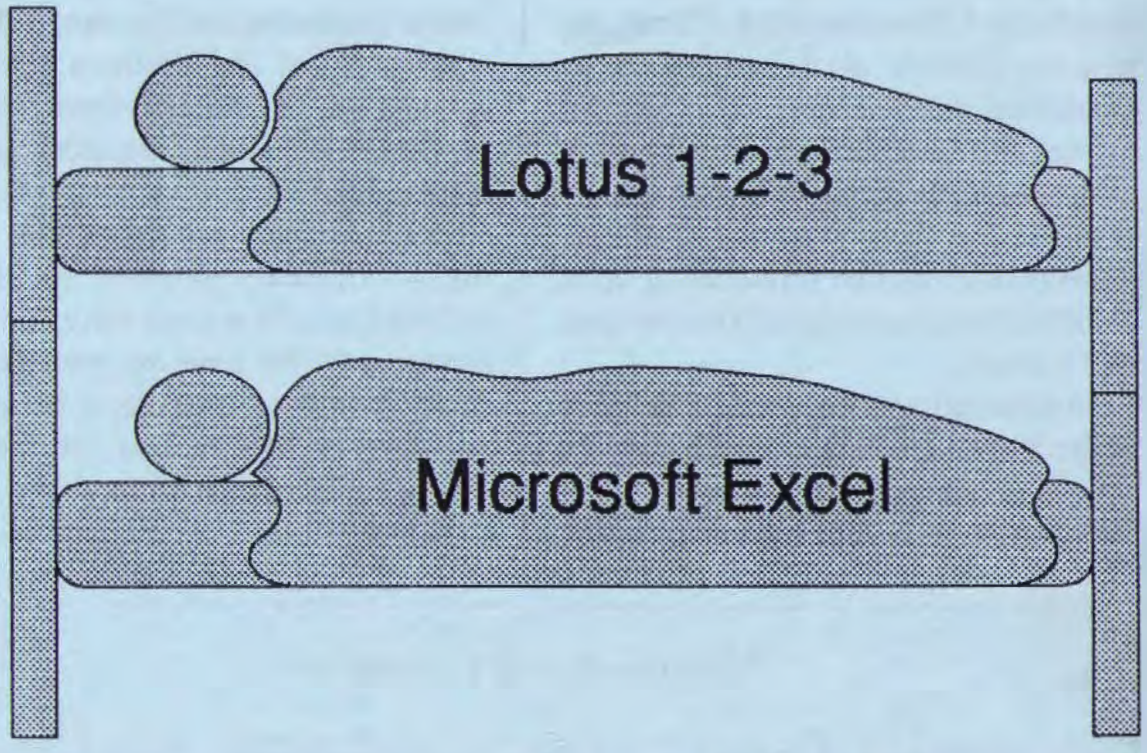
PRinT SCreen

The Newsletter for the Stanford/Palo Alto Users' Group for the IBM PC

March 1989 Volume 7, Number 3



Strange Bedfellows

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CLUB NEWS

Holy Gavel, It's Time for Elections Again

Elections for club officers are coming up in April. The elected positions are: President, Vice-President, and Treasurer. The Treasurer must be a full-time student at Stanford University.

At press time, two members, incumbent Ralph Muraca and Rick Altman, announced their willingness to be candidates for President. The Steering Committee discussed the possibility of each candidate coming forth with his own nominee for Vice- President; if so, announcements will be forthcoming soon. Jared Nedzel is running for a second term as Treasurer.

Additional nominations will be taken at the March meeting at which time the slate of nominees will be formalized. The actual election will be by written ballot, mailed beforehand or executed at the April general meeting.

February Meeting

The main speaker at the February 22 meeting was SPAUG member, Jim Dinkey. Jim gave an overview of common problems with personal- computer power systems. He discussed the ins and outs of grounding, and the many practical ways personal and business computer systems can be protected from line surges, noise, and stormy-weather interruptions.

Rick Altman's second auction was a hit — members gobbled up all the software he sold at great prices (bidding started at $5 for some programs!) Any other members interested in selling software or hardware at the meeting should contact Ralph Muraca.

March-April Calendar

Mar. 29	Group Meeting	7:30
Apr. 10	MS Word SIG	7:30
Apr. 11	Novice SIG	7:30
Apr. 12	Planning Meeting	8:00
Apr. 26	Group Meeting	7:30

Next Meeting

Date: Wednesday, Mar. 26
Time: 7:30 p.m.
Place: Polya Hall, Turing Auditorium (Rm. 111) Stanford University

All members are welcome to attend the monthly planning meeting, where we make decisions on the future of the group. Call Beverly Altman, 329-8252, for the location of the next meeting.

DIR C:\March

Richard Landry, Editor-in-Chief of PC World magazine, will be the main speaker at the March 29 main meeting. His topic will be "What Rising Costs Mean to PC Users." Despite the fact that PCs are getting faster and more powerful, the individual cost per PC user keeps rising each year. This trend has divided the PC community into two groups: those who can keep up with rising costs, and those who cannot.

Free Gifts: PC World will be supplying the group with a variety of free gifts to be given away at the meeting: T-shirts, pens, subscriptions, disks, etc.

Don't forget the new meeting time is 7:30 pm!

Program of the Month

This month, Rick Altman will build a personalized menu right before your very eyes. Using a public domain editor, a few ASCII codes and several batch files, Rick will show you how to personalize your system. The disk will also contain an off-the-shelf menu program for those who prefer to a bit of automation.

DOS of the Month

Ralph Muraca will demonstrate a few of the more neglected capabilities that DOS offers: use of the function keys and the control keys.

PrtSc Changes Its Guards

Many thanks to Joann Connors for all the help she has provided to the club over the last four years. She's the one who has put on mailing labels, stamped and mailed the newsletters ever since the current editor took office.

Also a big thank you to Bob Phillips for volunteering to take over this job from JoAnn.

Membership renewals

For the two months preceding the expiration of your membership you will find a renewal envelope enclosed in your newsletter. Use this envelope to promptly send in your $25 check ($10 for students) so that you won't miss an issue of the monthly newsletter. A current membership card will then be sent to you.

Become a Writer

Please contact Becky Bridges (326-8605) if you are interested in writing for PRinT SCreen. You don't need any experience — just your opinions. We would love to hear about the programs that you love and hate. The more you love or hate them, the better!

For Sale

Olympia ES93 electronic typewriter/printer. Three years old. Paid $350 new — make offer. Louise Bolitho, (415) 322-2125. ¶

THE VIEW FROM THE TOP

A Look Back...and Ahead

by Ralph Muraca

It's time for elections again! At the coming meeting, we hope to finalize a slate of candidates for the April elections.

It's also time for the incumbent president to summarize what has happened during his tenure of office. Outwardly, all of you have been aware of most of the club activities; for example, the speaker for each meeting is announced, and a summary of the talk appears in PRint SCreen. Many of you have attended monthly meetings, and have been aware that Microsoft Word and Novice/Intermidate special interest groups have been active. A desktop publishing SIG has been discussed and shortly will be underway. Also, SIGs for OS/2 and PostScript are under consideration; any volunteers?

At meetings, I've discussed the need for formation of many SIGs and asked for volunteers. I've even suggested a new group meeting to supplement the usual monthly meeting. These meetings would center on more technical topics and feature guest speakers as instigators of open discussion. I've lined up a number of such speakers. The meeting time is an area begging for solution.

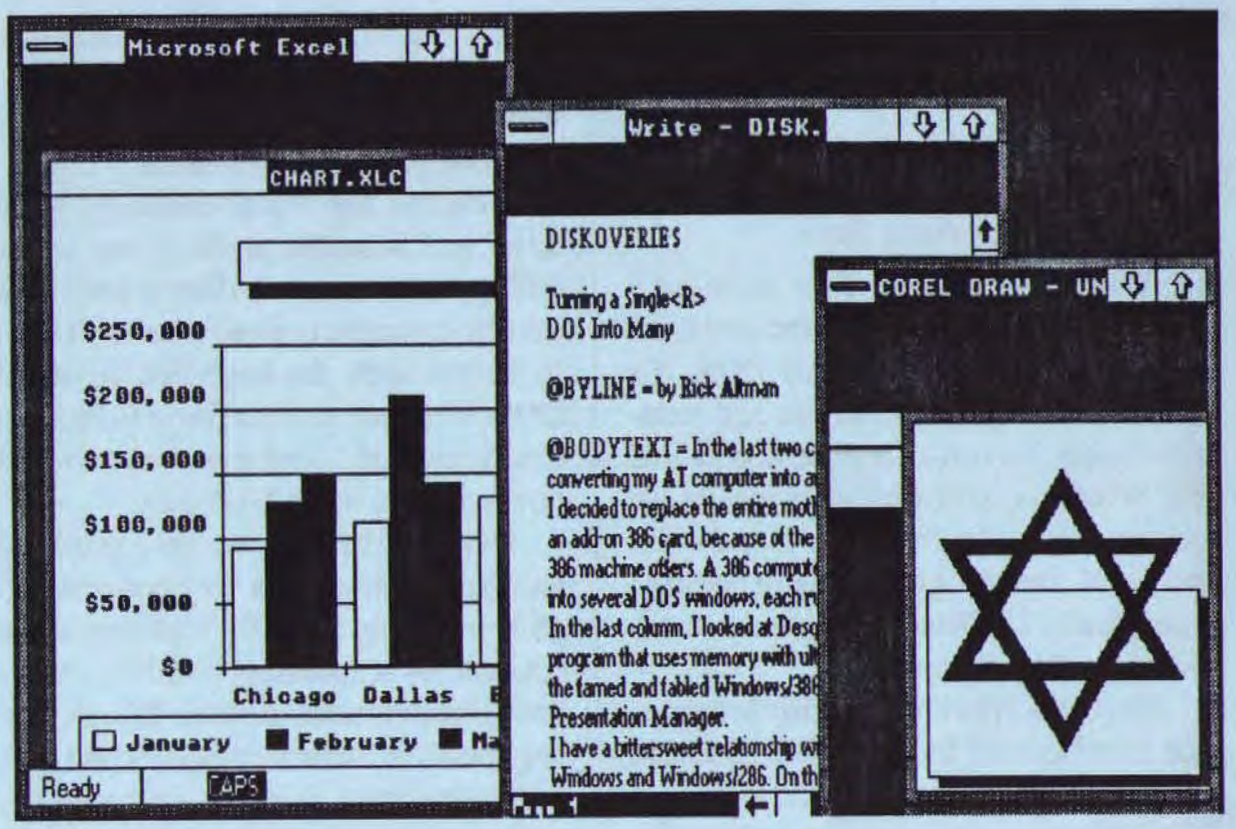
The problem of decreasing membership and attendance of the monthly meeting has also been broached openly. Announcement of SPAUG activities are placed regularly in local newspapers and in the Stanford Daily in hopes of attracting members. Several attempts have been made to reach potential members from the clientele of local merchants.

Over the last six months, I've discussed with small local clubs the advantages realizable if their operations are incorporated into SPAUG. On campus, I've discussed with both faculty and students the activities and objectives of SPAUG, and invited open discussion on the type of programs and activities they seek. I've not been as successful with a small number of high schools. But, fermentation is in progress! The present format of PRint SCreen seems satisfactory; funds have been made available for additional pages and/or modifications.

The Bulletin Board System is scheduled for a complete overhaul. I've been studying a number of replacement systems (software) and have a set of over 5000 new files nearly ready to be installed. Long or multi-disk files will be made available only on disks. Assistant system operators are needed; the tasks demand time and knowledge of software programming, trojans, viruses, etc.

The Disk Library also is in process of being overhauled; too many of its files are ready for catastrophic old-age aid. New disk library files are concordant with the BBS files as much as possible; my final printed catalog has nearly 100 pages. Volunteer disk-librarians are needed.

I've been as active as time allows, and hope I've not disappointed the membership. The main problem is reaching new members and strategies are in the brew. Maybe one will break through! ¶



DISKOVERIES

Turning a Single DOS Into Many

by Rick Altman

In the last two columns, I shared with you my experiences converting my AT computer into an 80386 and my reasons for doing so. I decided to replace the entire motherboard, instead of inserting an add-on 386 card, because of the memory enhancements that a true 386 machine offers. A 386 computer with expanded memory can be partitioned into several DOS windows, each running a separate application.

In the last column, I looked at Desqview 386, the sleek and fast multi-windowing program that uses memory with ultimate efficiency. This column features the famed and fabled Windows/386, touted to be the pre-cursor to OS/2's Presentation Manager.

I have a bittersweet relationship with Windows/386 and its descendants, Windows and Windows/286. On the one hand, truly excellent software has been developed to run under Windows. On the other hand, Windows/386 suffers from the same slowdown as its younger brethren, and it is unusually temperamental about the hardware and software with which it is willing to do business.

see next page

720k of RAM

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DOS' Prettiest Face Yet

Windows was the first to offer a graphical interface to shield the user from the abusiveness of unbridled DOS. It's interface is clean, easy to use and unintimidating. To run a program configured for Windows, you find its name on the screen, move the mouse to it and click once. If the program wasn't written specifically for Windows, you can teach Windows how to run it.

Once in a Windows-specific program, the interface still looks familiar, because all programs written for Windows use a similar menu and command structure. Learn one Windows program and you have a head start with all the others.

Windows/386 adds the capability of true multi-tasking, by allowing you to define completely seperate memory partitions (EMS types call them "virtual machines") in which you can run programs. These programs can all run at the same time — in fact, you can have them all running on the screen at once if you want. The beauty of the product is in its name: each program running in its own window. Each window can be sized and moved anywhere on the screen without affecting the application itself.

I choose my words carefully: Windows is a *beautiful* product, one which will appeal to those who like to work with attractive screens or those who don't want to bother with the keyboard rigors of DOS. Windows will not prove to be a fast or efficient right-hand man, however, and now we come to the bitter part.

First off, the premium on a graphical interface comes with a very real and tangible price tag: SPEED. Windows is the opposite of a speed-up board — everything that runs under it runs a little slower, even on a 386. In fact, especially on a 386, the environment in which everyone becomes a speed demon and expects programs to fly. Windows is the flashing yellow light hanging over the fast lane.

While this drag is mildly annoying while working in a graphics-intensive application, I find it to be particularly distracting when I am trying to maneuver around my system. All file management is conducted through the "MS-DOS Executive", which rests in the background while an application is at center stage. To activate it, you click anywhere outside of

Truly excellent software has been developed to run under Windows. But Windows/386 suffers from its age-old problem: It's S - L - O - W

the main application's window. It's easy enough, but the MS-DOS Executive is a graphic window like all other windows in the program, and so you wait for it to completely draw. If you were running an application full-screen, you would have to reduce its window first.

This routine is in utter contrast with the Desqview approach, in which the main menu is always one keystroke away.

My second problem with Windows/386 is its finnicky nature. It is the only program out of over 1,500 that I have tested that will not recognize the Hercules emulation of my high-resolution graphics card. The company that makes the card released its own driver just for Windows, but Windows won't accept its invitation either. If your system is even remotely non-standard, proceed with caution when considering purchasing Windows/386 and accept nothing less than a money-back guarantee.

Many DOS or No DOS?

My final objection with Windows reveals my electronic upbringing, for better or for worse: there is no DOS prompt to be found on any immediate horizon. Granted, you could create one with the Program Information Editor and then switch to it, but Microsoft says that you don't need one with Windows, and would be perfectly happy if no one ever saw one again. I have no quarrel with that on an intellectual level, but psychologically, there are times when I need my DOS prompt. Performing a DIR is like using a compass; running CHKDSK is like taking a temperature with a thermometer. There are certain rituals which have become integral parts of my creative flow as a PC user, and sitting at a DOS prompt is one of them.

Windows is a beautiful program, but it lacks macros, has too few keyboard shortcuts and places a premium on looks over guts.

There may be a day when an operating system will provide me with so many tools that I will gladly give up my DOS prompt, but I don't see Windows being the object of my conversion. With no macros, few convenient keyboard shortcuts and a premium on looks over guts, I don't think I will ever be a full-time Windows user.

This only sounds like an indictment because Microsoft would like you to use Windows as your exclusive interface. This may not be a reasonable expectation, but the fact is that Windows fills a valuable need in PC computing. Some of the very best desktop publishing and drawing programs run under Windows, and if you are involved with creating or transferring high-quality graphics, it is essential that you use Windows. I just don't think you would enjoy spending your entire computing life in the program.

I use Windows daily, but perhaps in the most heretical way: I run it from a Desqview window. ¶

Features

Unlikely Dance Partners: Using Excel with Lotus

by Rebecca Bridges

The Problem: You need your spreadsheets to look more presentable and professional, but as you've discovered throughout your years of using Lotus, the program has virtually no enhancement capabilities.

You've heard a lot about MicroSoft Excel and how easy it is to use (especially for experienced Lotus users, like yourself), and how it can change fonts and print styles, create boxes and shading — everything you would like to do (see figure 1).

You propose the idea to your boss, and he says, "Excel sounds wonderful, but Lotus is our company standard. Everyone's spreadsheets must be compatible. No matter how good of a program Excel is, we just can't justify switching the whole company over to a new product."

The Solution: You had done your research well, and you explained to your boss that Excel is compatible with Lotus. Spreadsheets and graphs can be created in Lotus and directly loaded into Excel for formatting and printing. No file conversion is necessary. Furthermore, you can even create the spreadsheets in Excel and then save them in a Lotus file format if you prefer using Excel's easy mouse interface.

You suggest to your boss that Excel be put onto a central computer hooked up to a mouse and a laser printer, so that everyone in the department can use it for formatting and printing their spreadsheets and graphs.

This idea appeals to your boss, but he wants to know the nitty- gritty details. So you give him the following report about the happy marriage between Lotus and Excel...

Excel Basics

Excel looks and acts like a Windows program (see figure 2), but you needn't purchase Win-

dows; you can use a run-time version. You may use a mouse or keyboard interface. To issue commands from the keyboard, you can press / to go into the menu or press Alt with the underlined letter in the command. Either interface works fine.

In Lotus, you select your command before painting the range of cells. It's the exact opposite in Excel. You select the range first, and then choose your command and fill in any dialog boxes. If you don't like the result of your formatting or editing, the Undo command gives you a way out.

Lotus users will have no problems picking up Excel. The function key assignments in the two programs are nearly identical. Though the menus are organized differently, commands are organized in a more logical fashion. A help facility is also available for looking up the Excel equivalent of Lotus commands. But you will probably find that most commands are so obvious that you only rarely need to turn to this help.

Working with 123 Files

Loading a 123 file is as simple as using the **File Open** command and typing the Lotus filename, including the path and extension. If you want to see a list of your Lotus files, you will need to edit the file pattern to include your Lotus subdirectory and a wild card for Lotus worksheet files (e.g., Lotus*.wk?).

The spreadsheet comes into Excel in a new window with the same name as the Lotus file (e.g., BUDGET.WK1). I would suggest that you close the default window

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SALES VS. QUOTA

SALES PERSON	ACTUAL SALES	QUOTA	OVER QUOTA
Peterson	400,000	350,000	50,000
Johnson	350,000	300,000	50,000
Jones	330,000	400,000	(70,000)
Black	250,000	200,000	50,000
Smith	230,000	200,000	30,000
Thomas	110,000	200,000	(90,000)
TOTAL	$1,670,000	$1,650,000	$20,000
AVERAGE	$278,333	$275,000	$3,333

Figure 1: This L spreadsheet was formatted and printed with Excel. Notice the different fonts (from an HP LaserJet B cartridge), line and box drawings and shades.

Using Excel with Lotus

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(SHEET1) before you bring in your Lotus file so that you don't have an extra, empty window.

Unlike Excel worksheets, the Lotus file you open will not automatically have grid lines. Use the Options Display Gridlines command if you prefer to see the grid on the screen.

To save an Excel spreadsheet as a Lotus file, use the File Save As command and display the Options dialog box (see figure 3). Choose WK1 to save as a Lotus Release 2 file or WKS to create a Release 1A file. To save the special formatting you may have added in Excel, you will also want to save the file with the Normal extension of .XLS (Excel Spreadsheet).

If any function or formula does not convert, a dialog box will appear showing the cell location.

You will have to run a special program to convert any macros in your 123 file into Excel macros. (By the way, Excel macros are a snap to create because the program has a macro recorder.) To convert your macros, bring up the Control menu with Alt-spacebar and select Run Macro Translator. Choose Translate Lotus 1-2-3 and select the worksheet containing the macros and select which macros to convert. The conversion process is quite slow, however.

The macros will be stored in a window called MACRO1.XLM (Excel Macros). You execute the macros by pressing Ctrl (not Alt) with the letter you named it with in Lotus.

Borders

Excel lets you put borders (i.e., lines) at the top, bottom, left and/or right of a

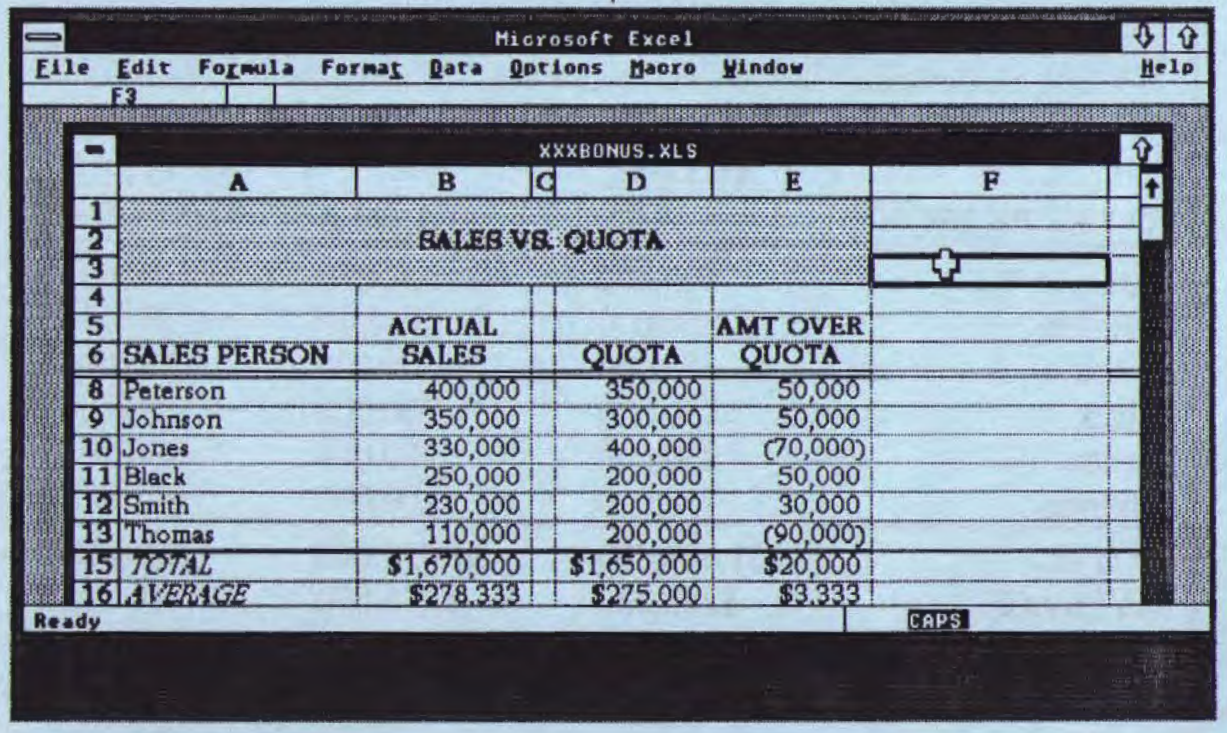

Figure 2: Excel's main screen.

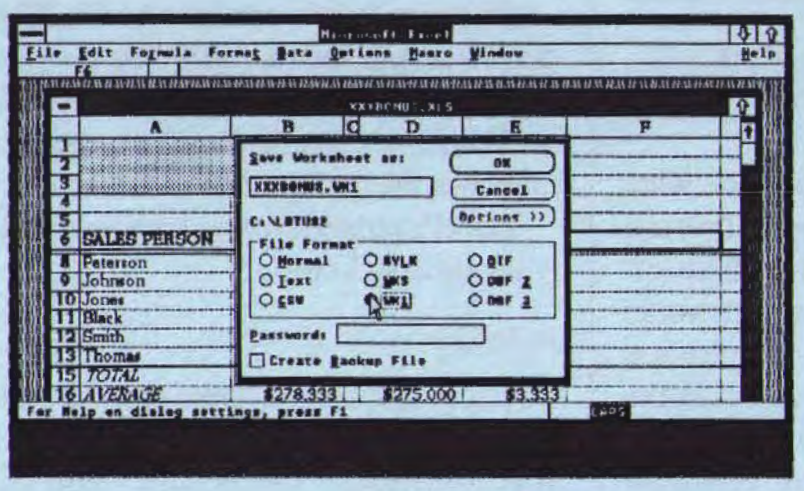

Figure 3: Saving an Excel spreadsheet to Lotus format.

selected cell or range of cells. If you choose the border option called Outline, Excel draws a box around the range. The title in figure 1 has an outline border around it. I've discovered that it's a good idea to include blank rows and columns at the periphery of the range so that the borders don't lie too close to the text.

Another border option is Shade. Use this option to put a light screen over a range. Cells can be shaded with or without lines around them.

One limitation to Excel's borders feature is that you cannot control the thickness of the lines, or the degree of shading.

Fonts

Each Excel worksheet can contain up to four different combinations of fonts, point sizes, and styles. You define the four fonts you want to use in the Fonts dialog box. For example, font 1 (the default font) may be Times Roman 12-point Medium and font 2 may be Times Roman 14-point Italic. You change a font by either choosing the font from the pull-down menu (see figure 4), or, if you have the font combinations memorized, you can use the keyboard shortcut: press Ctrl with the font number.

Excel works well with PostScript laser printers or Hewlett-Packard LaserJet compatibles. On the LaserJet, you can use either font cartridges or downloadable soft fonts. To use a cartridge, use the File Printer Setup command and display the Setup dialog box. You can then choose the cartridge from a list. The fonts on this cartridge then become accessible with the Fonts command.

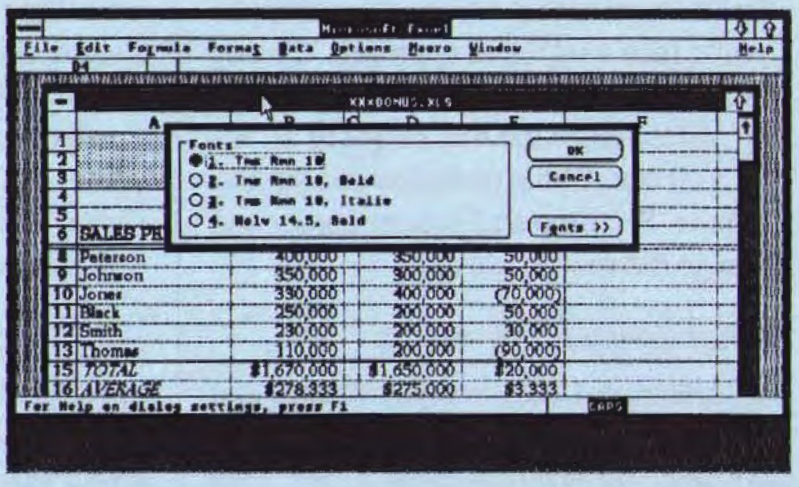

Figure 4: Setting fonts is a point-and-click away.

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Using Excel with Lotus

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In order to use Bitstream Fontware (soft fonts) with Excel, you must first use Bitstream's Installation Kit for Microsoft Windows. (This installation also works even if you only have the run-time version of Windows.) Once you have added the fonts with the install program, the fonts are listed in the fonts dialog box. You needn't download the fonts before loading Excel; the fonts will automatically download when you print (the downloading process is transparent to the user).

If you select the underline style you will notice that it only underlines across the width of the characters in the cell, not the entire cell width. If you want the underline to cover the width of the cell, you would take a different approach. Choose a top and bottom border for the blank row and then change the row height to 1.

You can double underline in a similar fashion. Set a top and bottom border and change the row height to 3.

Other Special Formatting

Although Lotus lets you change the alignment of labels, it does not offer a way to change the justification of values. This lack has been a cause of frustration to those who want their spreadsheets to look "just right." Excel comes to the rescue here. You can align numbers and dates to the left, right, or center.

Another feature Lotus users will appreciate is the ability to change the width of multiple columns simultaneously. The default width is 8 characters, and the width can be set from 0 (hidden) to 255.

The row height can also be set. The default height varies, depending on your default font, but it can be set from 0 (hidden) to 409 points. Use this command to change the line spacing of your reports.

Excel's numeric formats are essentially identical to Lotus'.

Printing

Excel has several print features you will not find in Lotus. First, you can print your spreadsheet with gridlines and the row numbers and column letters. Actually, this format is the default. To remove them, use the File Page Setup command.

Another feature unique to Excel is an onscreen preview of the printed spreadsheet. This ability is especially important because of all the formatting options the program offers. View it onscreen first to save time and paper. The full page is shown; a Zoom command allows you to magnify any portion of the page.

Excel also offers an easy way to print your wide spreadsheets sideways (landscape). Use the File Printer Setup command and select the Setup button. On a LaserJet you may also want to use the Line Printer (8.5 point) font in conjunction with the landscape orientation.

Both Lotus and Excel include special codes which can be used in headers and footers. You can align different parts of the text on the left margin, centered, and/or at the right margin. You may also place codes to insert the page number and the current date. In addition, Excel offers codes for bold and italic, current time, and the name of the spreadsheet. By default, the spreadsheet name will print at the top of each page, and the page number will print at the bottom.

Graphs

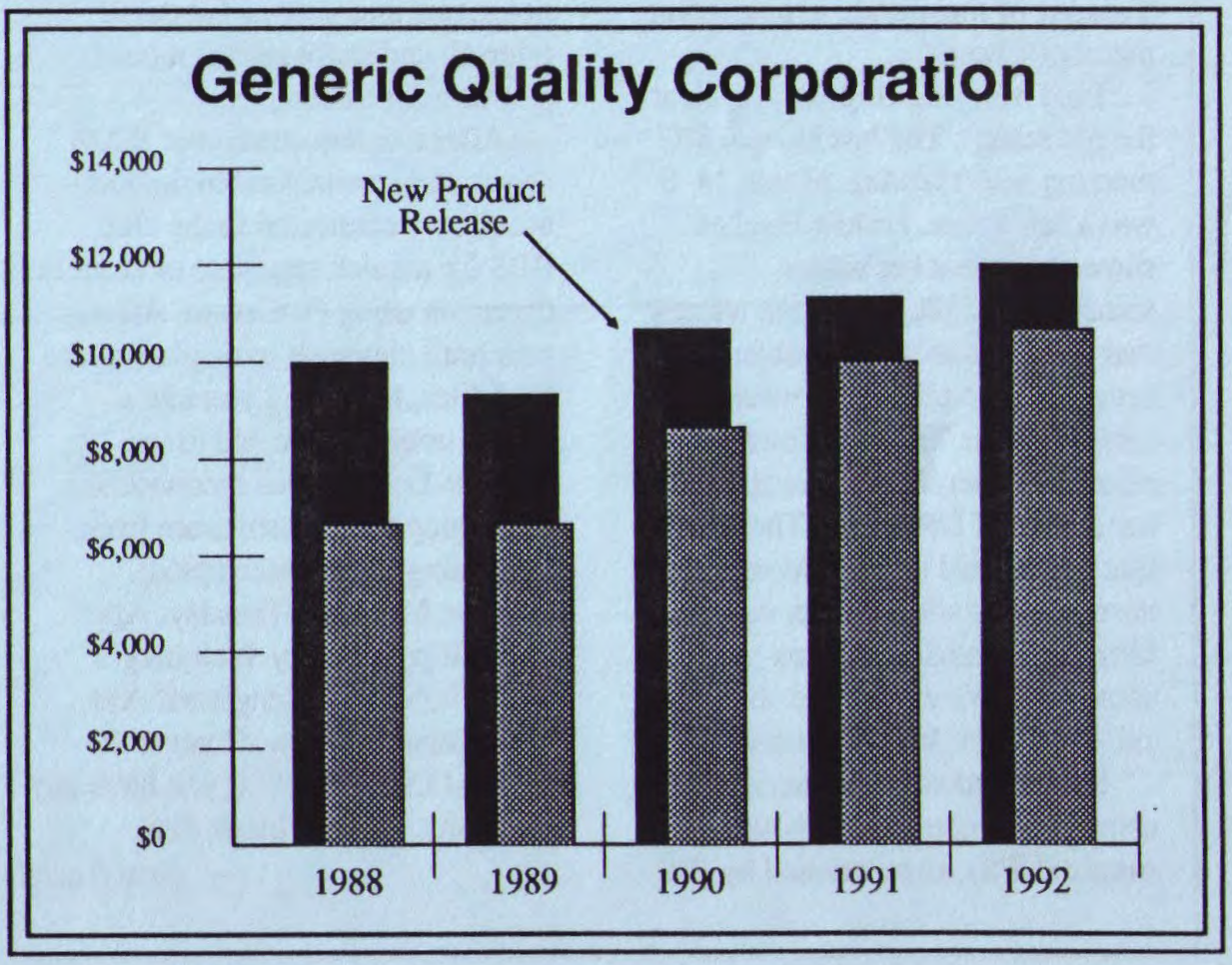
Excel offers many more options for your charts than does Lotus. You have 44 preformatted charts from which to choose. You can customize the chart to your heart's content. You can:

- **Overlap bars in a horizontal or vertical bar chart**
- **Add arrows to point out special data points**
- **Add text anywhere on the chart**
- **Overlay one type of chart on top of another**
- **Change the chart's background color or pattern**
- **Customize the legend (placement, border, font)**

When you open a Lotus spreadsheet file in Excel, the following message appears if you have any graphs in that file: "Create Lotus 1-2-3 graphs?" If you answer yes, a window is created with the same name as the 1-2-3 spreadsheet with an extension of .XLC. To view the chart (graphs are called charts in Excel) choose the Window command and select the window with the .XLC extension.

If your 1-2-3 file contains multiple graphs, each graph is named according to the name you gave it in Lotus. Again, it has the .XLC extension. The figure below is a Lotus graph which was formatted and printed in Excel.

Happy Ending: After reading your report and seeing some of the sample spreadsheets and charts you produced on Excel, your boss is now convinced. He approves the purchase order for Excel. ¶



The SIGS

Microsoft Word SIG

Microsoft Word SIG meetings are held on the second Monday of each month. Regular attendees are contacted by phone and informed of meeting dates and topics. To attend, contact Jeanie Triechel at home (851-0100) or work (326-7438).

Last meeting: The last Word SIG meeting was on Monday, March 13th. Tim Short, gave a hands-on demo on how he uses style sheets in his work.

Novice SIG

The Novice SIG meets the second Tuesday of the month, at a different member's home.

Last Meeting Report: (back at the old stand). The last Novice SIG meeting was Tuesday, March 14. It was a full house. Laddie Hughes showed us what her screen sometimes displayed. When we saw that drive A had water problems, it became panic-city about whether it was Trojan or Virus mischief. (The editors wonder if someone slipped her a copy of DRAIN...) The fact that Laddie had co-existed with this nastiness and still used her computer for eight months quieted us somewhat. We agreed she should call the doctor, Ralph Muraca.

I described some advantages of using an uninterruptable power supply (UPS), as mentioned by Jim Dinkey in the last club meeting. During a recent storm outage, and after turning off the computer, I related shifting to correspondence via tape recorders also connected to the UPS (along with a fluorescent lamp, answering device, and two memory dialers).

Later in the meeting and after 5 minutes of Fred Astaire by VCR, I should have mentioned that the TV screen was free of computer hash, because of 10 gauge power cables separately connecting the computer and TV to the house's power input box. I did describe how to: prevent static problems; organize disks, files, notes, and instructions for quick referral; and make simple mouse platform for easier use.

After a demonstration of RAM drives and a considerable random-access, we connected to the club BBS for a quick exposure of modem operation using ProComm. All was well until choosing to display all the BBS files, forgetting you can't escape until the dire end (even Ctrl-Alt-Del and then reconnecting didn't stop the host software from continuing where interrupted).

Next Meeting: Tuesday, April 11, 7:30 pm at Larry Weinberg's house, 255 South Rengstorff Ave., #23, Mountain View. Contact the host at 415-969-2292 if you have any questions. Bring a blank disk.

— *Don Baird*

The SPAUG Resource Center

Club Officers

President	Ralph Muraca	365-1659
Vice President	Richard Orser	408-425-0474
Treasurer/ASSU Rep	Jared Nedzel	854-2732

Managers

Financial Manager	Beverly Altman	329-8252
Newsletter Editor	Becky Bridges	326-8605
Production Editor	Rick Altman	962-9270

Library

Public Domain Software	Les Weil	321-5541
Soft Copy	Ralph Muraca	365-1659
	Turley Angle	707- 526-4921

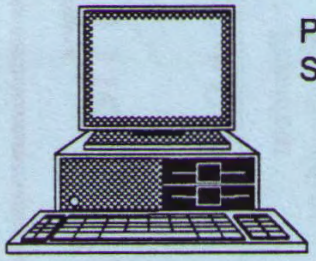
Software

Desktop Publishing	Rick Altman	962-9270
Accounting-Computer Assoc.	Larry Mehl	326-6037
Framework	Jim Caldwell	692-7181
	Richard Orser	408-425-0474
Lotus 1-2-3	Bruce Codding	367-8642
	Arthur Naman	408-879-9900
Microsoft Word	Jeanie Treichel	851-0100
	Hunter Jackson	408-446-4097
Q & A	Elaine Meyer	325-8057
R:BASE	Jack Kahoun	349-4696
	Tony Pabon	408-866-4815
	Larry Mehl	326-6037
Symphony	Sally See	941-1378

Languages/Operating Systems

BASIC	Ralph Muraca	365-1659
C	Corwin Nichols	494-8640
DOS 3.x	Rick Altman	962-9270
Fortran, Pascal	John Watson	325-7632
Hard Disks	Jim Caldwell	692-7181
Toshiba Printers	Paul Berry	494-2043
Epson Printers	Jim Caldwell	692-7181
Panasonic Printers	Van Maulis	966-1306
XT/AT Systems	Van Maulis	966-1306

The Stanford / Palo Alto Users' Group for the IBM PC



P.O. Box 3736,
Stanford, CA 94309

Club Information

Membership	Louise Greer Bolitho 322-3850 $25/year fee (Students $10)
Bulletin Board	723-7995
Newsletter	Becky Bridges 326-8605 P.O. Box 982 Palo Alto, CA 94302