Radio Shack®

SuperSCRIPSIT™

TRS-80®

SuperSCRIPSIT™
REFERENCE MANUAL

Radio Shack®
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Fort Worth, Texas 76102

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INTRODUCTION

This is the Reference Manual for the Model III SuperSCRIPSIT word processing program. The Reference Manual contains all the information you need to use SuperSCRIPSIT.

SuperSCRIPSIT enables you to take full advantage of your Model III's capabilities as a word processor. You can type, proofread, revise, and print quickly and easily. What's more, the disk drives greatly enhance accessibility and storage capacity.

As a result, you can print form letters, perform global changes, print with proportional spacing and justification, hyphenate automatically, reformat, align columns of figures, print with headers and footers and automatic page numbering, and much more.

How to Use the Reference Manual

The manual is designed as a handy desk-top reference. You will find thorough documentation whether you want to refresh your memory about a command or feature or you want to learn a new feature from "scratch." You can find information in the Reference Manual by reviewing individual sections or by checking the index.

By Section. After this introduction and before the Appendices, you will find the seven main sections of the Reference Manual:

Installation
Starting Up
Typing
Revising
Printing
Managing Files
System Setup

These sections follow the usual order of word processing work flow. For example, you will find information about setting margins and tabs in the Typing section, information on editing text with block-action commands in the Revising section, and so on.

By Index. You can also find information in the Reference Manual by referring to the index at the end. For example, if you want to find how to change the align character, look under *A* in the index. Then turn to the page listed with "align character, change."

Brief Descriptions of the Sections

Installation

You will want to pay special attention to the Installation Overview at the beginning of the Reference Manual, especially if you are not that familiar with the Model III. This overview describes the components, the

Model III 48K, disk drive(s), and printer, that you will need as you use SuperSCRIPSIT.

Starting Up

In this section you will find instructions for turning on the Model III, loading TRSDOS, and loading SuperSCRIPSIT.

Typing

This section tells you how to open a document and type text. You will find information on margins, tabs, linespacing, pagination, centering, quitting a document, and so on.

Revising

This section presents the features that will enable you to efficiently manage how you store your documents on diskettes. It describes SuperSCRIPSIT functions and TRSDOS file management commands.

Printing

When you have typed and revised your document, you are ready to print it. In this section you will find information on Print Text Options, headers and footers, form letters, and print codes for such print features as bold and underscore.

Managing Files

This section presents the features that will enable you to efficiently manage how you store your documents on diskettes. It describes SuperSCRIPSIT functions and TRSDOS file management commands. This section contains information concerning the conversion of Scripsit (26-1563) documents to SuperSCRIPSIT format. (See *ASCII Text Conversion Utility,* 87.)

System Setup

This section describes the features you use to tailor SuperSCRIPSIT to your personal work requirements. It also provides information on user keys and user print codes.

The Appendices

Appendix 1

After the main sections, Appendix 1 offers special instructions on using SuperSCRIPSIT with different printers. It includes a section on how to write your own printer driver.

Appendix 2

This appendix contains a complete list of system error messages.

Appendix 3

This appendix provides the instructions for using the *SCRIPSIT Dictionary* with SuperSCRIPSIT's proofread function.

A Few Words About Word Processing

Strictly speaking, all document preparation is word processing: typing, proofreading, revising, typing the final draft, and filing. SuperSCRIPSIT word processing simplifies and speeds up word processing by eliminating the need for retyping and by utilizing the computer's ability to organize, search and manipulate data. It also enables you to prepare and revise documents in a highly efficient way (and regardless of the length of the documents). Here is a typical word processing work flow:

Input. Set up the formats (margins, linespacing, lines per page, pitch, etc.) and type the document. It appears on the screen.

Proofread. View the document on the screen and make any obvious corrections.

Print out the first draft. Print your document for review. The printed document is also known as a "hard copy."

Edit and revise. After noting any changes on the hard copy, reopen the document and make the needed changes.

Finish. Once you have revised your document into final form, add the finishing touches, such as print codes, headers and footers, and final pagination.

Print. Print out the final draft of the edited document.

File. Store a copy of your document on the diskette, in an economical way. Reopen the document later as needed. Make a Backup of important documents.

Notes to Model I Owners

The SuperSCRIPSIT Reference Manual and Training Program were prepared for the Model III user, but Model I owners can also use the materials, noting the following differences and observing Model I operating procedures.

Sample Training Documents

The prerecorded documents that you need for the Training Program are stored on the Proofread diskette that comes with your SuperSCRIPSIT diskette. (Be sure to read the rest of these notes for information on how to open these prerecorded documents.)

Keyboard

Of course, since this is a word processing program, you must have installed the upper and lower case keyboard on your Model I before you can use SuperSCRIPSIT.

Disk Capacity

To use SuperSCRIPSIT on the Model I, you need *two* disk drives.

Model III diskettes hold up to 170,000 characters, and Model I diskettes hold only 76,000. Thus, on the Model I the program itself takes up an entire diskette, and there is no room for documents. You need one drive for the program diskette and at least one for documents (data files).

Opening a Document

Because of the disk capacity limitations mentioned above, all documents must be opened on a drive other than Drive 0 (normally Drive 1). Therefore, whenever you open a document, type a colon and 1 after its name. For example:

[B][A][S][E][B][A][L][L][:][1]

Clearing Space on the Proofread Diskette

The Model I Proofread diskette, which contains the training documents used by the instruction course, is almost full. You can free some space by "Backing up" the Proofread diskette and killing the file named PROOF/CTL from the Backup copy. Use the copy when taking the Training Program.

If you want to kill the file, the screen will show DOS READY. You type the following:

[K][I][L][L][ ][P][R][O][O][F][/][C][T][L]

Special Characters

The symbols that appear in the manual are those that appear on the Model III screen. Most of these are the same for the Model I, with the following differences:

Model III	Model I	Description
¶	➤	End of paragraph
△	—	Two spaces in a row
©	↑	Print code
[?]	?	Active ghost cursor (for tab line editing)
\	¦	Regular tab indicator
`	,	Align tab indicator
[	{	Start block marker
]	}	End block marker
^	↓	Force new page

Disk Directory

The disk directory function on SuperSCRIPSIT's Main Menu does not work on the Model I. You must use TRSDOS to view the directory.

Proofread

To use SuperSCRIPSIT's Proofread Option with the SCRIPSIT Dictionary, you must have *three* disk drives.

Printer Drivers

There are four printer drivers on the program diskette, one for the Daisy Wheel II, one for the Line Printer IV, one for the Line Printer VIII, and one for serial printers. If you own a Line Printer III, V, or VI, you will use the Daisy Wheel II driver. Since you probably will not need more than one printer driver, you should delete the ones you don't need to free some space on the diskette. This will enable you to move larger blocks of text within the word processor.

If you want to delete unneeded drivers, the screen will show DOS READY. Then you use this procedure.

You type		if you don't have the following:
[K][I][L][L][ ][L][P][8][/][C][T][L]	--------	Line Printer VIII or a DWP series printer
[K][I][L][L][ ][L][P][4][/][C][T][L]	--------	Line Printer IV
[K][I][L][L][ ][S][/][C][T][L]	--------	Serial Printer
[K][I][L][L][ ][D][W][2][/][C][T][L]	--------	Daisy Wheel II or Line Printer III, V, VI

Power On Procedures

Be sure to power on your Model I before inserting the program diskette.

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INSTALLATION OVERVIEW

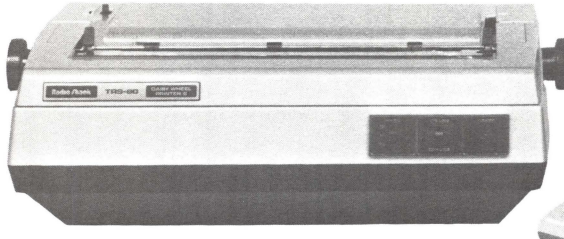
The following discussion will help you to make sure that your Model III is correctly installed for use as a word processor with the SuperSCRIPSIT program.

The Program

Are you equipped for SuperSCRIPSIT?

To work with the program, you need:

- Model III, 48K with at least one disk drive.
- A printer.
- The SuperSCRIPSIT program diskette.



DWII Printer

Model III

The Model III

Is your Model III correctly installed?

The SuperSCRIPSIT program enables you to use the Model III as a word processor. Naturally, the Model III must be "up and running" before you can use it.

If you have not yet installed your Model III, then read the *TRS-80 Model III Operation and BASIC Language Reference Manual,* Section 1, Chapter 2.

If you are unfamiliar with the operation of the disk drives, then read the *TRS-80 Model III Disk System Owner's Manual,* Part 1, "Operation."

If you have not yet installed your printer, then read the manual that came with it. Be sure you are familiar with the operation of your printer. You should know how to install a ribbon and how to use the pitch switch, on and off line switch, test switch, on/off switch, paper bale roller, copy control lever, and paper release lever.

The Disk Drives

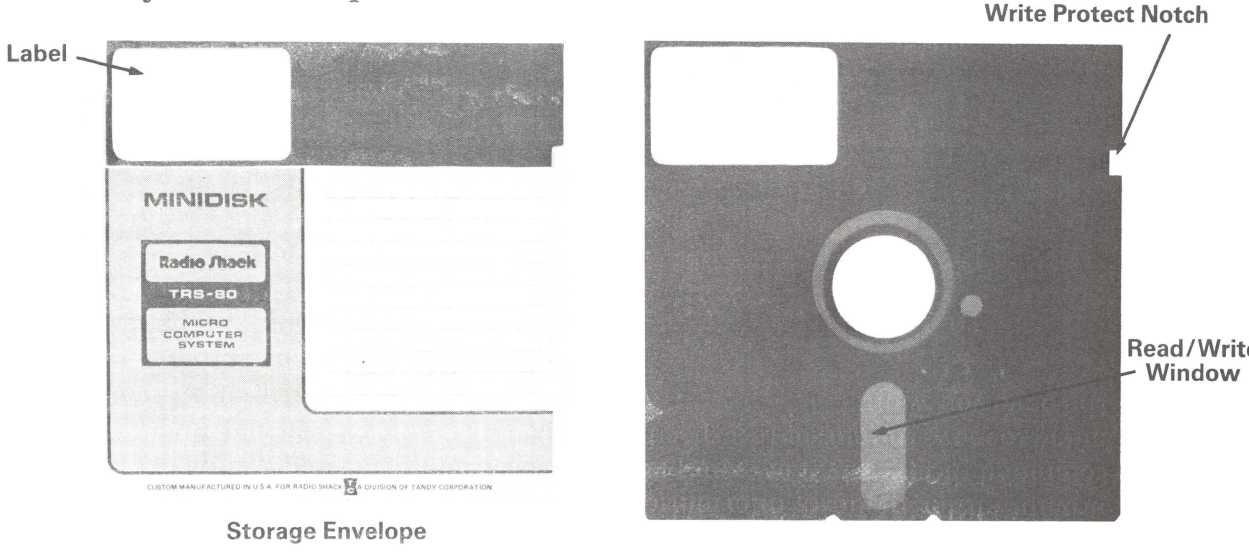
How many disk drives do you have?

To use the SuperSCRIPSIT program, you must have at least one disk drive. However, the program and the Model III can support up to four disk drives.

The program identifies each drive as a number from Ø to 3.

The bottom drive in the Model III console is Drive Ø. The top drive in the console is Drive 1. If you have expansion drives, they are Drives 2 and 3. Remember, the program diskette *must* be in Drive Ø whenever you work with SuperSCRIPSIT.

Do you know the parts of a diskette?



Storage Envelope

- **Storage envelope.** While the diskette is not in use, keep it in the envelope for protection.
- **Write protect notch.** When this notch is covered, the Model III will not write any information on the diskette. The notch must remain *uncovered* on all SuperSCRIPSIT diskettes.

- **Read/Write window.** The disk drives use this opening to read and write information. Be careful not to touch the opening, because soil may damage the exposed surface of the diskette.
- **Label.** Use the label to identify the diskette. Do not write on a diskette with anything but a felt-tipped pen. Pencils or ball-point pens can damage the diskette surface.

Do you know how to care for diskettes?

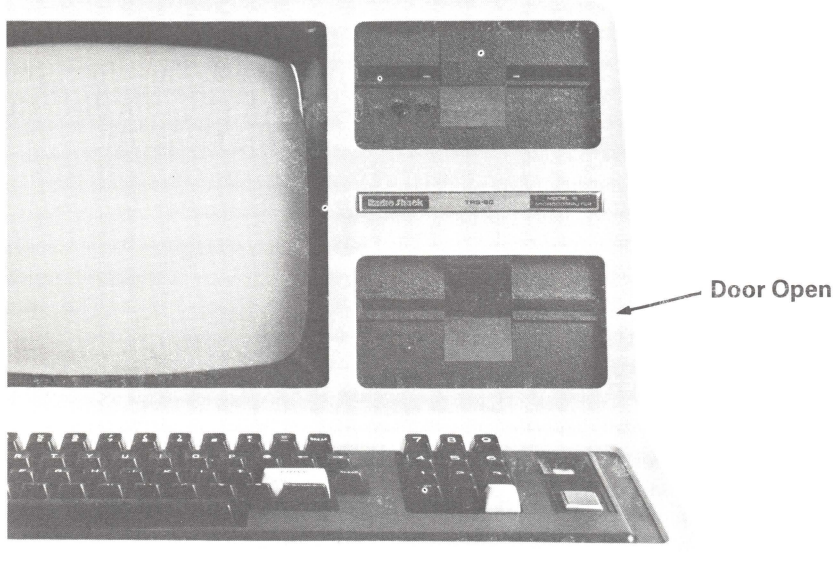
Magnetic media such as flexible diskettes are fragile, and you should care for them accordingly. For example:

- Don't bend a diskette.
- Don't touch exposed areas or allow a diskette to come into contact with any liquid or dirt.
- When a diskette is not in use, store it in its protective envelope.
- Don't insert a diskette into a disk drive while turning the system on or off.
- Keep diskettes away from anything magnetic (such as alternating current motors, transformers, or loud speakers).
- Don't write directly on a diskette. First write on the label; then affix it to the diskette.
- Don't paper-clip or staple a diskette.
- Don't expose a diskette to sunlight or extreme hot or cold.
- Store a diskette in a vertical file folder (just as you store phonograph records) to protect it from pressure.

Do you know how to insert the diskette into a disk drive?

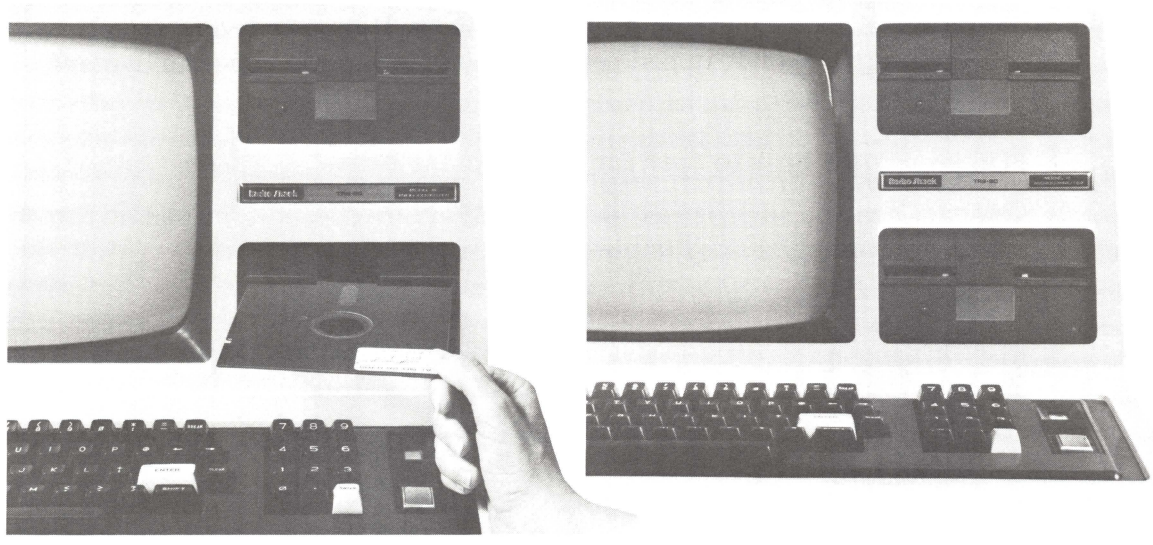
One of the leading causes of damage to diskettes is improper insertion into a disk drive. Always insert diskettes carefully. Never jam them in.

1. Open the disk drive door.



2. **Carefully insert the diskette, label up, as far as it will go.**

3. **Close the disk drive door.**



The Disk Operating System

Do you know about TRSDOS?

TRSDOS stands for Tandy Radio Shack Disk Operating System. The SuperSCRIPSIT program diskette contains TRSDOS. You use TRSDOS for two reasons when working with this program:

- TRSDOS enables the Model III to read and write information on diskettes. You use TRSDOS to load SuperSCRIPSIT from the program diskette to the Model III's memory.
- TRSDOS commands enable you to manage the information stored on diskettes. (See *MANAGING FILES*, which begins on page 85. It describes the TRSDOS commands that you can use to manage your SuperSCRIPSIT files.)

All Radio Shack disk operating systems use TRSDOS. Whenever you turn on a system, it first loads TRSDOS from the diskette in Drive Ø. Therefore, you should always insert a TRSDOS diskette or a Radio Shack program diskette (such as SuperSCRIPSIT) in Drive Ø before you turn on the Model III.

Printer Selection

Which printer are you using?

SuperSCRIPSIT will print with any Radio Shack printer. To print with a non–Radio Shack printer, you may need to write your own printer driver. If you are using a non–Radio Shack printer, refer to *Appendix 1*, 117.

SuperSCRIPSIT offers perhaps the most advanced print capabilities of any word processor on the market today: for example, proportionally spaced printout and unit justification. However, because different printers offer

different capabilities, some of the program's print features are not available on all printers.

Here is a chart showing which program features are available with which Radio Shack printers:

Feature	LP5/6	LP4	DW2	LP8
Proportional Spacing*	N	Y	Y	Y
Justification				
Proportional*	N	Y	Y	Y
Mono	Y	Y	Y	Y
Print Codes				
Underline	N	Y	Y	Y
Double-Underline	N	N	Y	N
Bold	N	Y	Y	Y
Superscript	N	Y	Y	Y
Subscript	N	Y	Y	Y
Strike-through	N	Y	Y	Y
Top of Form	Y	Y	Y	Y
Pause Printout	Y	Y	Y	Y

*Proportional print wheel required on DW2.

Do not attempt to use any of the above features unless your printer is capable of executing them.

Which print wheel are you using?

If you are using a Daisy Wheel printer, make sure that you know the pitch of the print wheel.

If you have a Daisy Wheel II . . .

If you have a Daisy Wheel II, you must have a proportional print wheel in order to take full advantage of the program's proportional printing capability. To purchase a proportional print wheel, visit your nearest Radio Shack store.

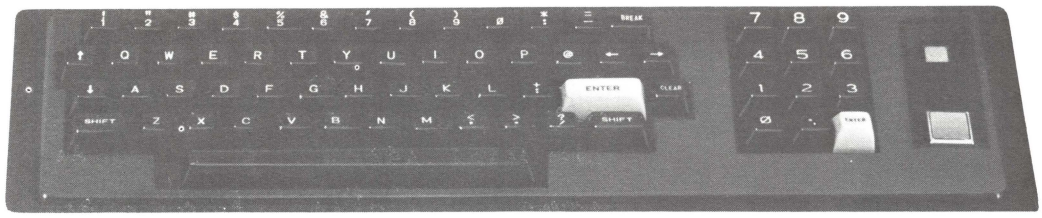
THE MODEL III AS A WORD PROCESSOR

To perform word processing with SuperSCRIPSIT, you use four main components:

- Keyboard
- Screen
- Diskettes and disk drives
- Printer

The Keyboard

Most of the keys on the keyboard are the same as the keys on a typewriter, and you type as you would on a typewriter.



But some keys are different. You use these keys to enter commands, to type codes, or to position the cursor. These keys are explained in detail throughout this manual. However, here is a brief summary of their functions:

[→] [←] [↑] [↓]	These keys enable you to move the cursor in the direction indicated by the arrow. You use these keys in combination with other keys to move the cursor to a specific page, line, word, and so on. (See *CURSOR MOVEMENT COMMANDS,* 39.)
[ENTER]	Use this key to end a paragraph while typing text, to complete a command, or to "lock in" your menu responses.
[@]	Use the control key in combination with other keys to enter commands.
[BREAK]	Use this key to cancel a function in progress or to cancel the responses you have typed on a menu.
[CLEAR]	Use this key to enter print codes in your text and to edit menus.
[SHIFT]	When you hold this key down and type a character, it appears as upper case on the screen and the printout.
[RESET]	The reset button is the orange button on the far right-hand side of the keyboard. You press this button to clear the memory. When you press [RESET], you lose any text that is not stored on the diskette.

The Screen

You use the screen for three basic purposes:

To Display Text

When you type, you type into memory. The screen is a window into memory, and the program displays a "screen page" with tabs, margins, and so on, for you to view as you type or edit. (See *The Screen Page,* 16.)

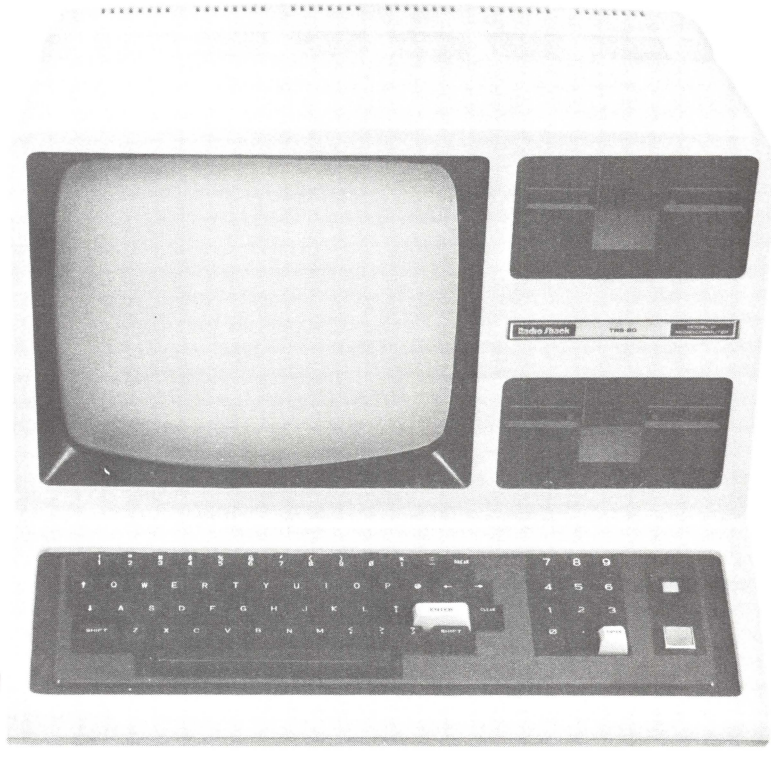
To Display Menus

From time to time, the program will ask you to make a choice or to provide information by displaying a menu. A menu is a list of functions or options that uses the full screen and temporarily replaces the screen page.

Menus appear when you open or print a document, when you print form letters, when you search and replace a block or document, when you use the help command, or when you use the utilities compress, ASCII conversion, and system setup.

To Display Prompts

A prompt is a message that appears in the status line below your text. A prompt either requests information or notifies you that you have entered a command incorrectly. For example, you see a prompt when you type the command to move the cursor to a specific page. The prompt asks for the number of the page you want.



Contrast Wheel

Brightness Wheel

To Adjust Brightness and Contrast

One wheel controls the brightness and another wheel controls the contrast of the screen display. The wheels are located under the keyboard on the left.

Diskettes and Disk Drives

With SuperSCRIPSIT you use the diskettes and disk drives for two primary purposes:

- To load the program.
- To store and recall documents that you have typed on the screen.

The Printer

When you have finished typing or editing your document, you use the printer to print out intermediate and final drafts.

STARTING UP OVERVIEW

Command Summary

Make sure that TRSDOS Ready appears on the screen.

Type [S][C][R][I][P][S][I][T].

Press [ENTER].

How to Load SuperSCRIPSIT

1. **Before turning on the Model III, turn on all peripherals (printer, expansion drive units, and so on).**

2. **Load TRSDOS.**

   - Insert the SuperSCRIPSIT diskette in Drive Ø, close the drive door, and turn on the Model III.

     or

   - Exit whatever program you are using and replace the diskette with SuperSCRIPSIT. Press [RESET] to return to the TRSDOS Ready level.

   The red light on Drive Ø comes on as the system loads TRSDOS. TRSDOS displays a graphic representation of the Model III as well as the Tandy copyright notice. If you have just turned on the Model III, TRSDOS then prompts for the date and time.

3. **Type the date.**

   Type [M][M][/][D][D][/][Y][Y] and press [ENTER]. For example, for July 4, 1983, type [Ø][7][/][Ø][4][/][8][3]. If you make an error when entering the date, the system will prompt you to enter the information again:

   Try Again Enter Date (MM/DD/YY)?

4. **Type the time.**

   Type [H][H][:][M][M][:][S][S] and press [ENTER]. For example, if it's 9:05, type [Ø][9][:][Ø][5][:][Ø][Ø]. Or bypass the prompt with [ENTER]. TRSDOS Ready then appears on the screen. If you make an error when entering the time, the system prompts you to enter the information again.

   Try Again Enter Time (HH:MM:SS)?

5. **Type [S][C][R][I][P][S][I][T] and press [ENTER].**

   The red light on Drive Ø comes on as the Model III loads the program.

When the red light is off and the Scripsit Word Processing menu appears on the screen, the SuperSCRIPSIT program is loaded and ready.

SuperSCRIPSIT MAIN MENU

```
* * * * * * * * * * * SCRIPSIT WORD PROCESSING * * * * * * * * *

                    <O> Open a document
                    <D> Display disk directory
                    <S> System setup utility
                    <P> Proofread a document
                    <C> Compress a document
                    <A> ASCII text conversion utility
                    <E> Exit to TRSDOS

                    What is your selection?
```

How to Request a Document When Loading the Program

You can load the program, bypass the Main Menu, and request the document you want to work with.

1. **From the TRSDOS Ready level, type [S][C][R][I][P][S][I][T], a space, and then the name of the document.** For example:

   [S][C][R][I][P][S][I][T][ ][D][I][N][O][S][A][U][R]

2. **Press [ENTER].**

The program displays the Open Document Options for the document you requested.

TYPING OVERVIEW

In word processing terms, here are the steps you follow to type a first draft with SuperSCRIPSIT:

1. **Open the document.**

   Assign the document a name and set the printing specifications: lines per page, pitch, linespacing, and so on.

2. **Set up the screen page for the document. Edit the tab line to set margins and tabs.**

3. **Type the text.**

   Use the program's typing features (centering, tabbing, capital mode, and so on).

4. **Quit the document.**

OPENING A DOCUMENT

Command Summary

1. **Display the Scripsit Word Processing menu.**
2. **Type [O].**
3. **Type the document name.**
4. **Press [ENTER].**
5. **Type responses to the Open Document Options.**
6. **If necessary, edit the fields.**
7. **Press [ENTER].**

```
* * * * * * * * * * SCRIPSIT WORD PROCESSING * * * * * * * * * * *

                    <O>  Open a document
                    <D>  Display disk directory
                    <S>  System setup utility
                    <P>  Proofread a document
                    <C>  Compress a document
                    <A>  ASCII text conversion utility
                    <E>  Exit to TRSDOS
```

You use the open document function for two primary purposes: to create or print a *new* document and to edit or print an *existing* document.

A document is called *open* because the program "opens" a file for it on a diskette and stands ready to store the text when you enter the quit command, when you type more than 11,821 characters, or when you enter the write command. (See *Quitting a Document,* 32; *Write to Diskette,* 37.)

How to Open a Document

1. **Display the Scripsit Word Processing menu.**

   You can display the menu either by loading the program from TRSDOS or by quitting a document.

2. **Type [O] to choose the open document function from the Main Menu.**

   The following prompt and field appear:

```
* * * * * * * * SCRIPSIT – OPEN DOCUMENT OPTIONS* * * * * * * * *
        Name of document to open? - - - - - - - - - - - - - - - - - - - - - - -
```

3. **Type the name of the document you want to open.**

   If the document exists, you simply type the name. If you are opening a new document, you assign it a name in this field.

   To assign a valid document name

   The program uses TRSDOS to write files for your documents on a diskette. Therefore, the document name must be a valid TRSDOS file name. When assigning a document name, you must adhere to these rules:

   - You cannot use more than 8 characters in the document name.
   - You cannot use a numeral as the first character.
   - You may add a 3-character extension to the 8-character name by typing a slash:

     [B][A][S][E][B][A][L][L][/][T][X][T]

   - By typing a period, you may assign an 8-character password to limit access to the document:

     [B][A][S][E][B][A][L][L][/][T][X][T][·][P][A][S][S][W][O][R][D]

     or

     [B][A][S][E][B][A][L][L][·][P][A][S][S][W][O][R][D]

   If you name the document but do not specify a drive other than Ø, the program opens the document on the SuperSCRIPSIT diskette in Drive Ø. If you want to store the document on a drive other than Drive Ø, you must specify the drive you want to use.

To open a new document on a formatted diskette in a drive other than Drive Ø

1. Make sure that a *formatted* diskette is in the other drive (Drive 1, 2, or 3). (See *Format,* 91.)
2. After the document name, type a colon followed by the number of the drive you want to use; for example, BASEBALL[:][1]. (The colon and number are not stored as part of the document name.)

4. Lock in the document name by pressing [ENTER], or cancel the process by pressing [BREAK].

- If you press [ENTER], you lock in the document name and bring the Open Document Options to the screen.
- If you press [BREAK], you cancel the process and return to the Main Menu.

```
* * * * * * * * SCRIPSIT – OPEN DOCUMENT OPTIONS * * * * * * * *

                Document name:  ----------------------
                        Author:  ----------------------------
                      Operator:  ----------------------------
                      Comments:  ----------------------------
                  Printer type:  DW2-----
                Lines per page:  54        (4-99)
                         Pitch:  P-        (1-2Ø or P)
Line spacing (to 3+, " + " = 1/2):  1-
     1st page to include header:  1--      (1-999)
     1st page to include footer:  1--      (1-999)
```

5. Type your responses to the Open Document Options.

- If you are opening a *new* document, you use the fields to type your choice for each option *except* Document name.
- If you are opening an *existing* document, you use the fields to change any of the options *except* Document name. (See *Rename,* 93.)

To answer the Open Document Options

Move the cursor from option to option and type your response.

- Use [↑] and [↓] to move the cursor from option to option.
- If you type the maximum number of characters allowed for a field, the cursor will move down to the next field.
- Use [→] and [←] to move the cursor within a field. (You cannot move the cursor beyond the last character in a field.)

The Open Document Options described

Document name. You entered the document name when you first chose the open document function and answered the prompt Name of document to open? You cannot change the document name on this menu.

Author. Use this field to identify the author of the document. You can type up to 32 characters.

Operator. Use this field to identify the operator who prepared the document. You can type up to 32 characters.

Comments. Use this field as a memory "jogger" to identify the document. You can type up to 32 characters.

Printer type. Use this field to specify which printer you are using:

D W 2	Daisy Wheel II
L P 4	Line Printer IV
L P 8	Line Printer VIII
S	Serial Printer

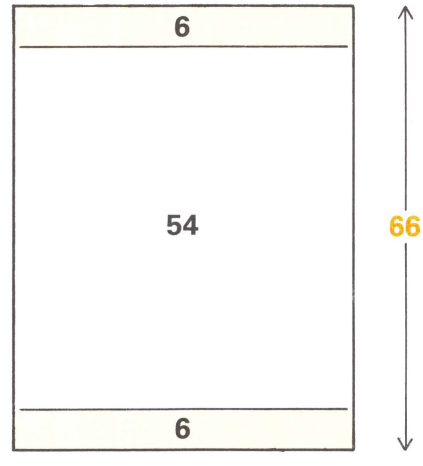
If you are using a non–Radio Shack printer or Line Printer V or VI, see *Appendix 1,* 117.

D W 2 is the default response.

Lines per page. Use this field to specify the number of lines that you want to print on each page. You can specify any number of lines from 4 through 99.

There are 6 single-spaced lines per inch. Thus a sheet of paper 11 inches long contains a maximum of 66 printable lines.

Fifty-four printed lines per page is the default response, allowing 6 lines (1 inch) for the top border and 6 lines (1 inch) for the bottom border. (See *Paginating,* 30.)



Pitch. Use this field to specify the number of characters that you want to print to the inch. You can choose any number from 1 to 20. (Make sure your printer or Daisy Wheel is compatible with the pitch you set.) P (for proportional spacing) is the default response.

The three pitches that are most commonly used for this option are:

1 Ø Pica: 10 characters to the inch.

1 2 Elite: 12 characters to the inch.

P Proportional: Each character is assigned a specific number of units according to its width. For example, when you print with propor-

tional spacing, an "i" is 1 unit wide, whereas an "M" is three units wide. (See *The Screen Page,* 16.)

Linespacing. Use this field to specify the linespacing you want for your printout.

[1] Single-Space: text prints on every line (default).

[2] Double-Space: text prints on every other line.

[3] Triple-Space: text prints on every third line.

[1][+] Space and a Half: text prints with a half line of space between each line.

[2][+] Double-Space and a Half: text prints with 1½ lines of space between each line.

[3][+] Triple-Space and a Half: text prints with 2½ lines of space between each line.

Use this field to set the linespacing when you open a *new* document or to recalibrate the page number indicator in the status line of an *existing* document. To change the linespacing of an *existing* document, use the block-action command. (See *BLOCK-ACTION COMMANDS,* 50.) After changing the linespacing with the block-action command, change it on the Open Document Options.

1st page to include header/footer. Use these fields to specify the first page on which you want the headers or footers, if any, to print. For example, if page 1 of your document is a title page, you specify that the headers and/or footers are to begin on page 2.

[1] is the default response for both options.

6. **If necessary, edit the fields to correct mistakes or to change the response to an option.**

- [SHIFT][►] moves the cursor to the end of text in the field and enables you to add to the text you have already typed.
- [SHIFT][◄] moves the cursor to the beginning of the field.
- [►] and [◄] position the cursor on characters that already appear in the field.
- Overstrike replaces one character with another. (Simply type the new character on top of the old one.)
- [@][D] deletes the character the cursor is on.
- [@][I] inserts text into a field. All text to the right of the cursor moves to the right of the field. (Type the text you want to insert. Hold down [@] and type [D] to close up the insert.)
- [SHIFT][CLEAR] clears all text to the right of the cursor. If the cursor is on the first character of the field, you clear the entire field.

7. **Complete your session with the Open Document Options by pressing [ENTER], or cancel the entries by pressing [BREAK].**

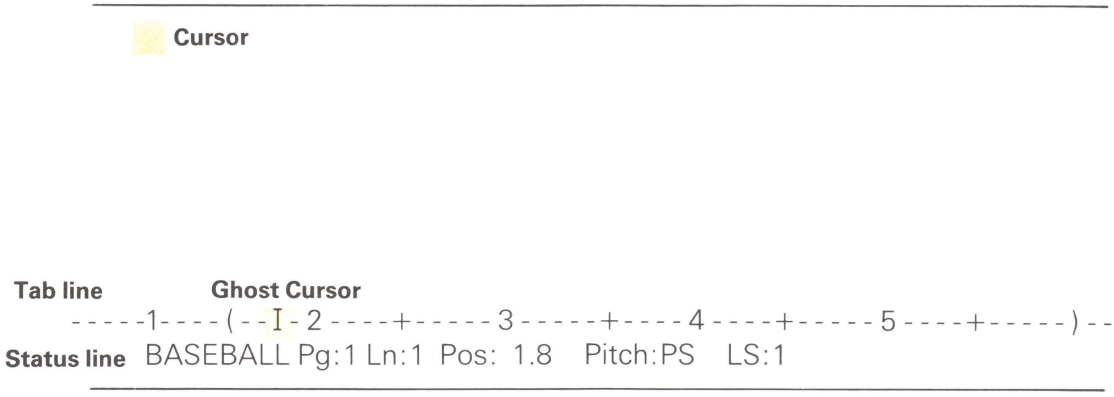
- By pressing [ENTER], you lock in the text you have typed or edited in the field.
- By pressing [BREAK], you cancel any entries you have typed or edited and then return to the Scripsit Word Processing menu.

If you open a *new* document, a blank screen page appears, ready for you to type or format. If you open an *existing* document, the program displays the document with the cursor positioned where it was when you quit the document.

SETTING UP A DOCUMENT

The Screen Page

SuperSCRIPSIT uses a standard screen format to display text:



The Tab Line

This line shows the position of margins and tabs.

(is the left margin. I is an indent tab.
) is the right margin. + is a tab.

The numbers represent inches on the printed page.

The Ghost Cursor

As the cursor moves along the typing line, the ghost cursor moves along the tab line. The ghost cursor shows you how close you are to a margin or tab.

Use the ghost cursor to judge the placement of characters on the printout. On the screen the width of each character is the same, but on the printout the width of each character is defined by the pitch you specify in the Open Document Options. The ghost cursor shows you the printed position of your characters.

The program ends each line according to the width of the characters as they will print, not according to their screen width. The ghost cursor, however, always shows you the true length of the *printed* line. For example, the screen always displays 10 characters to the inch. In 12 pitch, the program will print 12 characters to the inch, so the ghost cursor moves along each inch of the tab

line in increments of 12. In proportional spacing-pitch (PS), each character is assigned a number of units. For example, "M" is 3 units wide, "i" is 1. (See *The Open Document Options described,* 13.)

The Status Line

In addition to identifying the document name, page, and position, the status line informs you of the print specifications of the document.

Document name: For example: BASEBALL.
Pg: Page you are on. For example: 1.
Ln: Line the cursor is now on. For example: 1.
Pos: Current horizontal cursor position in inches. For example: 1.8.
Pitch: The pitch you set in the Open Document Options. For example: PS.
LS: Linespacing for the paragraph that the cursor is now on. For example: 1.

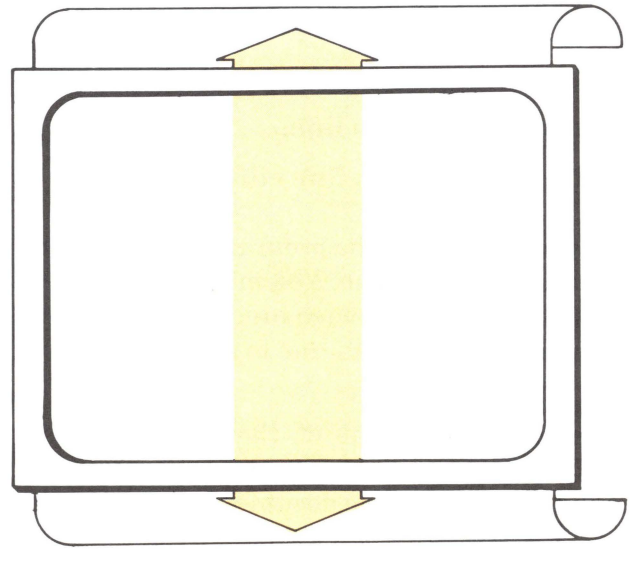
Scrolling

You type into memory. The screen is a window into memory that enables you to view your text. The screen page displays 14 lines of text from top to bottom and 64 characters from left to right.

If your text is longer than 14 lines or wider than 64 characters, then the program "scrolls" your text so that you can view any portion of it. For example, when you type beyond line 14, the text scrolls up *vertically* (the top line moving off the screen) to enable you to view line 15. And when you type beyond character 64, the text scrolls *horizontally* 8 characters to the left so that you can view character positions 64 through 71.

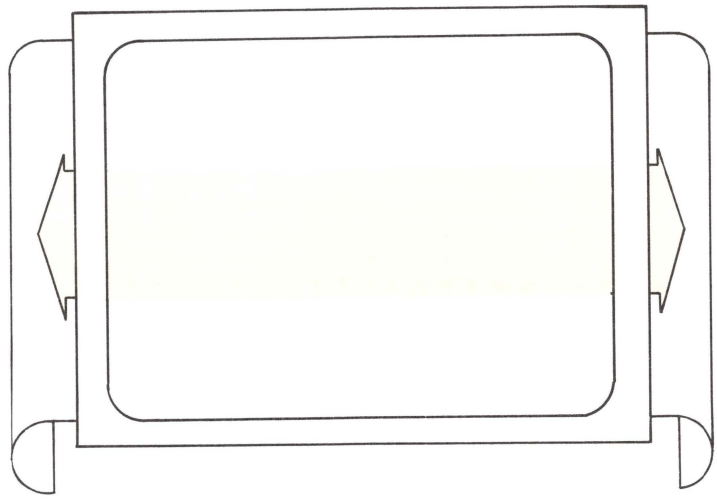
Vertical Scrolling

When you type or move the cursor, the program scrolls your text up or down 1 line at a time.



Horizontal Scrolling

When you type or move the cursor, the program scrolls your text back or forth 8 characters at a time.



Tab Line Editing (Setting Margins and Tabs)

Command Summary: [@][T]

Type [(] to set the left margin.

Type [)] to set the right margin.

Type [I] to set the indent tab.

Type [+] or [T] to set a tab.

Type [–] or press [SPACE] to clear a tab or margin.

To End the Tab Line Edit

Type [S] and then type [S] or a number from 0 to 9 to set the tab line and save it.

Type [R] and a number from 0 to 9 to recall a saved tab line.

Press [ENTER] to lock in the tab line.

Press [BREAK] to cancel the tab line edit.

When you open a *new* document, the program displays standard margins and tabs — the system (default) tab line. You may wish to use the system tab line to type your document, or you may wish to edit the tab line to set your margins and tabs. Also, you may edit the tab line to set your own system (default) tab line.

The tab line controls the format of the document on a paragraph-by-paragraph basis. Each paragraph has its own tab line. You may have as many as 50 different tab lines for a single document.

- The tab line you set on a blank screen page or at the end of text controls each subsequent paragraph you type.
- If you change the tab line of a paragraph, you change only the margins and tabs for that paragraph.

How to Edit the Tab Line

Whenever you want to set or change margins or tabs, edit the tab line.

1. **From an open document, hold down [@] and press [T] for *tab line.***

   When you enter the tab line editing command, the cursor leaves the text area and a question mark appears within the ghost cursor.

2. **Move the cursor to the position on the tab line where you want to set a margin or tab.**

   To move the ghost cursor along the tab line

   - Use [►] or [◄] to move the cursor along the tab line.
   - Use [SHIFT][►] to move the ghost cursor 6 spaces to the right.
   - Use [SHIFT][◄] to move the ghost cursor to the extreme left.

3. **Set each margin and tab. Clear any unwanted tabs from the tab line.**

   To set margins and tabs

   - Position the cursor on the tab line where you want the margin. Type [(] to set a left margin. Type [)] to set a right margin. When you set a new margin, you delete the old margin automatically. If you plan to print the document using either an LP4 or LP8, do not set your right margin beyond 8.0.
   - Position the cursor on the tab line and type [I] to set an indent tab.
   - Position the cursor on the tab line and type [T] or [+] to set a regular tab or an align tab.

   To clear a margin or tab

   Position the cursor on the tab or margin you want to clear. Type [SPACE] or [–] to clear a margin or tab.

4. **To conclude the tab line edit, press [BREAK] or [ENTER], or type [S] or [R].**

   - Press [BREAK] to cancel the changes. The cursor returns to the text area, and the format of the original tab line remains.
   - Press [ENTER] to lock in the changes. The cursor returns to the text area.
   - Type [S] for save and answer the prompt to lock in the changes and save the tab line. (See *Saving and Recalling Tab Lines,* which follows.)
   - Type [R] and answer the prompt to recall a prerecorded tab line. (See *Saving and Recalling Tab Lines.*)

If you change the tab line for a paragraph, the program reformats the paragraph with the new margins and tabs you have set.

If you change the tab line for a new document or at the end of an existing document, all subsequent paragraphs you type will adhere to the format of the tab line you have set.

Saving and Recalling Tab Lines

SuperSCRIPSIT enables you to save as many as 11 tab lines. You can save 10 for later recall, and 1 as the "system" tab line. Saving and recalling tab lines is helpful when you want to type documents that have complicated format requirements (such as outlines), to store tab lines that you use often, or to reformat single paragraphs.

To save tab lines

1. **Enter the command to edit the tab line: From an open document, hold down [@] and type [T].**

   The cursor leaves the text area and ? appears in the ghost cursor.

2. **Set the tab line you want to save: margins, tabs, and indent tab.** (See *How to Edit the Tab Line,* 19.)

3. **Type [S] for save. This prompt appears:**

   Save as which Tab Line (0-9 or <S>ystem) ?

4. **To save the tab line for later recall, type a number from 0 through 9.**

   To save the tab line as the default tab line, type [S] for system. The tab line you save as the system tab line appears as the default tab line when you open a new document.

   The program stores the tab line on a diskette and reformats the paragraph the cursor is on to the new tab line.

To recall tab lines

MAX 50 MANUAL CHANGES [DOCUMENT]

If you are recalling a tab line to reformat a paragraph, be sure you first move the cursor into the paragraph you want to change.

1. **From an open document, hold down [@] and type [T].**

   The cursor leaves the text area and a ? appears within the ghost cursor.

2. **Type [R] for recall. This prompt appears:**

   Recall which Tab Line (0-9)?

3. **Type the number of the tab line you want to recall.**

   The program recalls the tab line from the diskette and reformats the paragraph the cursor is on to the new tab line.

The Tab Line Help Menu

If you type an invalid command while editing the tab line, the program displays a "Help menu" entitled Tab Line Edit Options. The Help menu lists all valid commands you can use to edit the tab line. (See *Using Help When Editing the Tab Line,* 25.)

Margin Command

Command Summary

1. **Position the cursor.**
2. **Hold down [@] and type [M].**
3. **Type [L], [R], or [I].**

To quickly change the indent tab or a single margin, use the margin command. You cannot use the margin command to position the new margin or to indent tab beyond the existing margins.

How to Use the Margin Command

1. **In an open document, position the cursor where you want the new margin or indent tab.**

2. **Hold down [@] and type [M]. The following prompt appears:**

   Set Left margin, Right margin or Indent (L,R, or I) ?

3. **To set the new margin or indent tab, type [L], [R], or [I].**
   - Typing [L] moves the left margin to the cursor position.
   - Typing [R] moves the right margin to the cursor position.
   - Typing [I] moves the indent tab to the cursor position.

The program moves the margin or indent tab to the cursor position and reformats the paragraph the cursor was on to the new setting. If you plan to print the document using either an LP4 or LP8, do not set your right margin beyond 8.0.

TYPING A DOCUMENT

Align Tab

Command Summary: [@][A]

You use align tab to type right-aligned text. For information on *setting* an align tab, see *Tab Line Editing,* 18. For information on *typing* with an align tab, see *Tabbing,* 33.

Break

Use [BREAK] to stop a command in progress or to exit a menu without locking in any of your responses. For example, if you are answering the Open Document Options and decide to stop and start over, press [BREAK].

When you press [BREAK] to abort a command or to cancel a menu response, the program returns you to where you were before you entered the command.

You also use [BREAK] to close up an insert. (See *Insert,* 49.)

Capital Mode

Command Summary: [SHIFT][@]

You use capital mode to type all capital (also known as upper case) letters. When capital mode is turned on, every alphabetical character appears in upper case. The numerals, however, are not affected. To type the special characters

! " # $ % & ' ( ) @ * =

above the numeral keys, you hold down [SHIFT] and type the desired numeral key.

How to Turn On Capital Mode

Hold down [SHIFT] and press [@].

C appears at the right of the status line to remind you that capital mode is on.

```
-----1----(--I-2----+-----3-----+----4----+-----5----+-----)---
 BASEBALL   Pg:1   Ln:1     Pos:   1.8   Pitch:PS   LS:1                C
```

How to Turn Off Capital Mode

Hold down [SHIFT] and press [@].

The C disappears from the status line to remind you that capital mode is off.

Center

Command Summary: [@][C]

Position the cursor in the paragraph you want to center.

You can use this command to center an existing paragraph or to center a paragraph *as* you type it. SuperSCRIPSIT always centers whole paragraphs. To

center a single word, phrase, or line, first define the text as a paragraph by pressing [ENTER] at the end of it.

How to Center a Paragraph

1. **Position the cursor anywhere in the paragraph that you want to center.**

2. **Hold down [@] and type [C] for *center*.**

   The program centers the paragraph and displays the prompt Cen in the status line.

```
-----1----(--I-2----+-----3-----+----4----+-----5----+-----)---
BASEBALL  Pg:1  Ln:1    Pos:  1.8  Pitch:PS  LS:1      Cen
```

How to Center a Paragraph As You Type

1. **Before typing the paragraph that you want to center, hold down [@] and type [C].**

   The cursor is centered between the margins, and the prompt Cen appears in the status line.

2. **Type the paragraph.**

   As you type, the characters alternately move out in each direction from the center.

3. **When you have finished typing the paragraph, press [ENTER] to end the centering action and to define the centered text as a paragraph.**

   When you press [ENTER], the cursor moves out of the centered paragraph. The prompt Cen disappears from the status line.

How to Uncenter a Centered Paragraph

1. **Position the cursor anywhere in the centered paragraph that you want to uncenter.**

2. **Hold down [@] and type [C].**

   The paragraph is uncentered, and the prompt Cen disappears from the status line.

Whenever you move the cursor into a centered paragraph, the prompt Cen appears in the status line to remind you that the paragraph is centered.

Clear

You use [CLEAR] to type print codes. (See *USING THE SYSTEM PRINT CODES,* 69.)

Enter

You use [ENTER] for two basic purposes: to end a paragraph that instructs the printer to line feed or to lock in responses to a prompt or menu.

- Press [ENTER] to end a line of text, to define a quantity of text as a paragraph, or to create a linespace when at the left margin. If you turn on view mode, a ¶ is displayed at each place in the text where you pressed [ENTER]. (See *View Mode,* 35.)
- Press [ENTER] to lock in the response to a menu or prompt when the length of the response is less than the length of the field.

Error Messages

There are two kinds of error messages:

- System Messages. These appear in the status line to alert you to a specific problem. For example:

  There is no more space left on this diskette.

  Appendix 2 contains a complete list of system error messages, with an explanation of each. (See *ERROR MESSAGES,* 136.)

- Press CONTROL-H to see an index of Scripsit commands. This appears in the status line if you attempt to type a nonexistent command.

  When the CONTROL-H message appears, either press [BREAK] to cancel the flashing message or hold down [@] and type [H] to see the Help screens. (See *Help,* below.)

Ghost Cursor

The ghost cursor moves along the tab line as the cursor moves along the text line. (See *The Screen Page,* 16.)

Help

Command Summary: [@][H]

When you are working in an open document, you can request Help at any time. The program will provide you with complete lists of commands and functions. You then page through the seven Help screens to find the command you need. For example, if you are typing or editing and forget the mnemonic for a command, simply request the Help screens.

How to Request and View the Help Screens

1. **Hold down [@] and type [H] for *help*.**

   The first of the seven Help screens appears. This prompt appears at the bottom of each Help screen:

```
* * * * * * * * Use arrow keys to page, BREAK to return * * * * * * * *
```

2. **Use [↓] or [↑] to page through the seven screens.**

   - Press [↓] to move to the next Help screen.
   - Press [↑] to move to the preceding Help screen.

   The seven Help screens form a "loop." If you press [↓] while the seventh screen is displaying, the program displays the first Help screen again.

3. **To return to the open document, press [BREAK].**

   The displayed Help screen disappears, and the program returns you to the document. The program positions the cursor at the place where you left it.

Using Help When Editing the Tab Line

You can refer to an eighth Help screen when you edit the tab line. This Help screen lists all the commands you use to edit the tab line.

To view the Help screen for editing the tab line

1. **Hold down [@] and type [T] to request tab line editing.**

   The cursor leaves the text area and ? appears in the ghost cursor.

2. **Type [H].**

   The prompt TAB LINE EDIT OPTIONS: appears on the screen.

3. **Press [BREAK] to return the cursor to the text area.**

   The Tab Line Edit Options disappear and the cursor returns to the text area. To resume editing the tab line, press [@][T] again.

The Seven Help Screens and the Tab Line Edit Options

Here are copies of the seven Help screens and the Tab Line Edit Options.

* * * * * * * * SCRIPSIT – INDEX OF VALID COMMANDS * * * * * * * *

@A align tab

@B block action command followed by:

- D delete marked block
- C copy marked block into temporary memory
- M move (copy and delete) into temporary memory
- A adjust margins and tabs of marked block
- S perform global search on marked block
- F freeze (do not permit editing on) block
- H hyphenate marked block
- P print marked block
- L change linespacing of marked block

@C center or uncenter paragraph

@D delete character or close insert

@E end block of text (insert end marker)

Use arrow keys to page, BREAK to return

* * * * * * * * SCRIPSIT – INDEX OF VALID COMMANDS * * * * * * * *

@F form letter preparation

@G global find, delete or replace

@H help explain valid commands

@I insert new text

@J reserved for future versions of SCRIPSIT

@K reserved for future versions of SCRIPSIT

@L reserved for future versions of SCRIPSIT

@M set margin (followed by "L"eft, "R"ight, "I"ndent)

@N new page (force end of page)

@O reserved for future versions of SCRIPSIT

@P print entire document

@R recall block of text previously COPYed or MOVEd

@S start block (insert block start marker)

@T tab line editing (set new margins and tabs)

Use arrow keys to page, BREAK to return

* * * * * * * * SCRIPSIT – INDEX OF VALID COMMANDS * * * * * * * *

@Q quit editing and perform one of the following:

- O open new document
- P proofread a document
- C compress a document
- A convert a document from or to ASCII or SCRIPSIT
- E exit to TRSDOS
- R return to current document (if any)
- S display System Setup menu and do one of the following:
  - O set up Open Document options
  - P set up printer options
  - S set up search and replace options
  - A change align character

(System Setup commands continued on next screen)

Use arrow keys to page, BREAK to return

* * * * * * * SCRIPSIT – INDEX OF VALID COMMANDS * * * * * * * *

(System Setup options cont.; press @Q, S, and . . .)

- U edit user key sequence
- C edit printer codes
- V change block delete verify option

@U user key programmer on/off (followed by digit if on)

@V view mode on or off

@W write text to disk

@X "quick" block marker (followed by length of block)

@Y reserved for future versions of SCRIPSIT

@Z reserved for future versions of SCRIPSIT

SHIFT-@ locks or unlocks upper case

Use arrow keys to page, BREAK to return

* * * * * * * * SCRIPSIT – INDEX OF VALID COMMANDS * * * * * * * *

Simple cursor motion commands:

arrows move cursor up, down, left, or right
SHIFT-up, -down arrows move to start or end of document
SHIFT-left arrow moves to start of line
SHIFT-right arrow moves to next tab stop

Special keys:

CLEAR precedes special printer codes
BREAK stops command in progress or closes insert
ENTER begins new paragraph or moves cursor to next line

User keys:

@Ø, @1, @2, through @9 function as user-programmed keys

Use arrow keys to page, BREAK to return

* * * * * * * * SCRIPSIT – INDEX OF VALID COMMANDS * * * * * * * *

Advanced cursor motion commands:

Left or up arrow pressed at the same time as:

W moves to previous word
G moves to previous paragraph
P moves to previous page
V moves to previous video page
L followed by line number and ENTER moves to specified absolute line number
N followed by page number and ENTER moves to specified page number
S followed by string searches backward for string
H followed by O or E moves to specified header page
F followed by O or E moves to specified footer page

(advanced cursor motion commands continued on next screen)

Use arrow keys to page, BREAK to return

```
* * * * * * * * SCRIPSIT – INDEX OF VALID COMMANDS * * * * * * * *

Advanced cursor motion commands (continued):

Right or down arrow pressed at the same time as:

  W moves to next word
  G  moves to next paragraph
  P  moves to next page
  V  moves to next video page
  L  followed by line number and ENTER moves to specified absolute line number
  N  followed by page number and ENTER moves to specified page number
  S  followed by string searches forward for string
  H  followed by O or E moves to specified header page
  F  followed by O or E moves to specified footer page

                    Use arrow keys to page, BREAK to return
```

How to Kill Help

The seven Help screens are stored on the program diskette in a file named HELP/CTL. You can kill this file to make more room for documents on the program diskette. (See *Kill,* 92.) If you request Help after you have killed the file, the program displays the message Help not available.

Indent Tab

Use the indent tab to indent the first line of every paragraph. To read about *setting* an indent tab, see *Tab Line Editing (Setting Margins and Tabs),* 18. To read about *typing* with an indent tab, see *Tabbing,* 33.

Linespacing

Linespacing is the amount of space between each line of printed text. For information about *setting* the linespacing for a new document, see *SETTING UP A DOCUMENT,* 16. For information about *changing* the linespacing of an existing document, see *To change the linespacing of the block,* 58.

Margins

Margins define the left and right borders of a document. The program displays margins in the tab line. It displays the left margin as (and the right margin as). To read about *setting margins* or changing them for a single paragraph, see *Tab Line Editing,* 18. To read about changing the margins for larger quantities of text, see *To adjust a block,* 55.

Modes

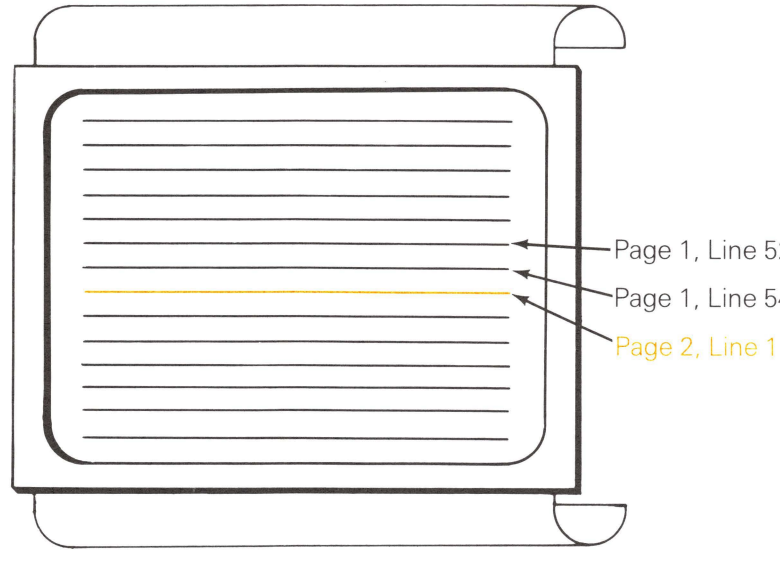
SuperSCRIPSIT offers two modes. You can type in all capital letters with capital mode, or you can view the codes that are embedded in text with view mode. (See *Capital Mode,* 22; *View Mode,* 35.)

Paginating

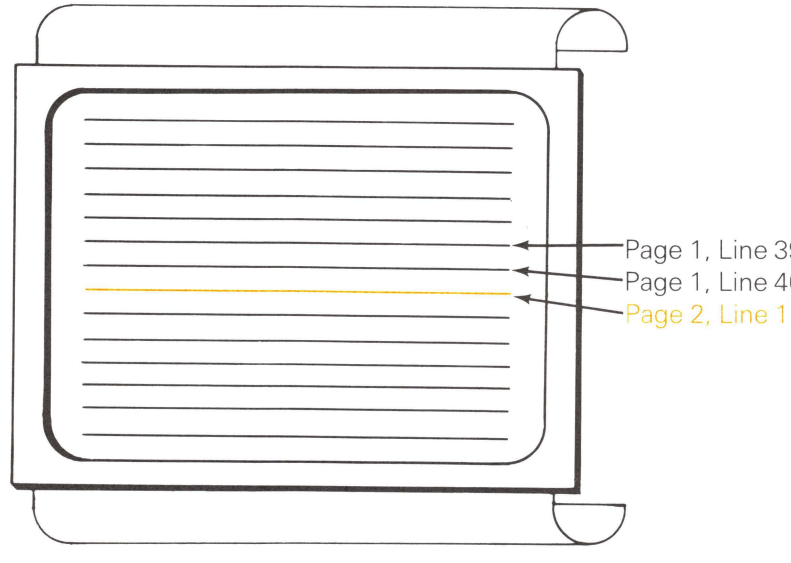
Command Summary: @N

The program paginates your text as you type. It keeps track of the linespacing and lines per page that you set when you answered the Open Document Options. As soon as you type a line that exceeds the lines per page, the program starts a new page. In the status line, the program advances the page number indicator by 1 and resets the line number indicator to 1.

Linespacing 2
Lines per page 54



Linespacing 1
Lines per page 40



You can override the program's pagination and force a new page by typing a force new page code where you want the new page to begin.

How to Force a New Page

1. **Position the cursor at the *beginning* of the paragraph that you want to appear first on the new page.**

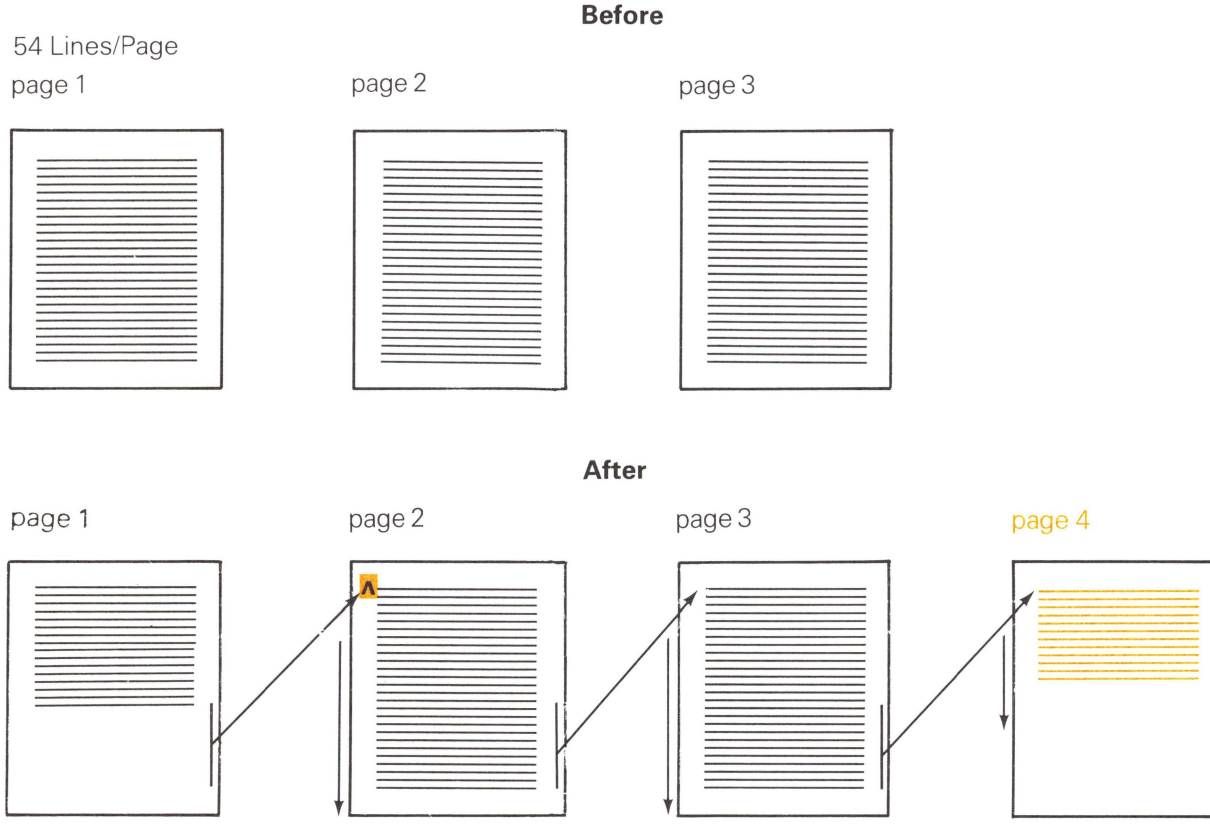
   You cannot force a new page in the middle of a paragraph. If you are forcing a new page at the beginning of an existing paragraph, position the cursor on the first character of the paragraph. When you type the force new page code, the program *automatically* inserts it before the paragraph. (See *Insert,* 49.)

2. **Hold down [@] and type [N] for *new*.** MAX : 127 FORCED NEW PAGES/DOCUMEN

   The program turns on view mode and inserts a ∧ into the text. The ∧ will not print.

Whenever you position the cursor on the line that contains the code, the program advances the page number indicator by 1 and resets the line number indicator to 1. When it prints the document and encounters the code, the program instructs the printer to eject the paper and begin printing a new page.

In addition, the program repaginates the rest of the document to accommodate the new page. For example, if you force a new page on line 20 of page 1, the line becomes line 1 of page 2. The program recalculates the pagination of each subsequent page.



Quitting a Document

Command Summary: [@][Q]

You must end every session with a document by quitting it. When you quit a document, the program writes the document to the diskette and returns you to the Main Menu.

You do not have to quit a document to write it to the diskette. (See *Write to Diskette,* 37.)

How to Quit a Document

Hold down [@] and type [Q] for *quit.*

The program writes the document to the diskette and returns you to the Main Menu.

When you quit a document, the program displays an additional prompt on the Main Menu. You can either choose any of the functions or answer the additional prompt to Return to current document, the document you just quit.

```
* * * * * * * * * * SCRIPSIT WORD PROCESSING * * * * * * * * * * *

                    <O>  Open a document
                    <D>  Display disk directory
                    <S>  System setup utility
                    <P>  Proofread a document
                    <C>  Compress a document
                    <A>  ASCII text conversion utility
                    <E>  Exit to TRSDOS
                    <R>  Return to current document
```

Shift

You use [SHIFT] to perform eight basic functions:

- With the character keys to type upper case letters.
- With the numeral keys to type [!][“][#][$][%][&][’][(][)][@][*][=].
- With [@] to turn capital mode on and off. (See *Capital Mode,* 22.)
- With [SPACE] to type two spaces in a row without displaying a △. (See *Spaces,* 33.)
- With [CLEAR] to clear fields on a menu. (See *How to Edit the Fields on the Search and Replace Options,* 61.)
- On the tab line with [►] and [◄] to move the cursor left and right. (See *Tab Line Editing,* 18.)

- In text with [←] and [→] to move the cursor to the beginning of a line or to a tab. (See *Tabbing,* below.)
- In text with [↑] and [↓] to move the cursor to the beginning or end of a document. (See *CURSOR MOVEMENT COMMANDS,* 39.)

Spaces

To type a space, you press the space bar.

Many typists type two spaces after end punctuation such as a period. If you type two or more spaces in a row, the program displays a delta △ for every two spaces you type.

When a sentence ends at the end of a line, SuperSCRIPSIT uses the delta to avoid beginning the next line with a space. The program also uses the delta to assure you of the best possible interline spacing for justified text. Whenever possible, the program calculates the delta as two spaces.

To take full advantage of the feature, you must type two spaces in a row after each sentence and display the delta.

How to Type Two or More Spaces in a Row

Hold down [SHIFT] and type a space. (Press the space bar.)

Now you can type as many spaces as you want without displaying a delta. The program will print each space without any recalculation during justification.

Status Line

The status line appears at the bottom of the screen page and displays the current status of your document. (See *The Screen Page,* 16.)

Tab Setting

To set a tab, you edit the tab line. (See *Tab Line Editing,* 18.)

Tabbing

Command Summary

Hold down [SHIFT] and press [→] to type at a tab.

Hold down [@] and type [A] to align text at a tab.

Press [ENTER] to position the cursor at an indent tab.

Typists use tabs for three primary purposes: to type columns aligned at the left, to type columns aligned on a decimal point (or on the right), and to indent the first line of a paragraph. The program provides you with three kinds of tab commands: regular, align, and indent, one for each kind of tabbing.

The program uses the same tab setting to align text at the left and right. Whether you will type the column at a *regular* tab or at an *align* tab, the program moves the cursor to the next + in the tab line. It treats a + as a regular tab or as an align tab, depending on the command you use to move the cursor to the +.

To indent the first line of a paragraph, use the I in the tab line.

The program uses + as a regular tab or as an align tab.

```
-----1----(----2----+-----3-----+----4----+-----5----+-----)---
```

The program uses I only as an indent tab.

```
-----1----(--I-2----+-----3-----+----4----+-----5----+-----)---
```

How to Type at a Regular Tab

1. **Hold down [SHIFT] and press [►].**

   The cursor moves to the next + in the tab line. If view mode is turned on,\ appears in the text where you typed the instruction to move the cursor to the regular tab.

2. **Type the text you want aligned left at the +.**

3. **If you are typing more than one column, repeat Steps 1 and 2 to move the cursor to each +.**

Here are columns typed at a regular tab:

```
        Chairperson                    Jane Watson
        Secretary                      Carl Fritz
        Treasurer                      Coco Gonzales
        Vice-President                 Mabel Summers
---(-1---+-----2----------3-------+--4----------5----------)---
```

How to Type Text at an Align Tab

1. **Hold down [@] and type [A].**

   The cursor moves to the next +. If view mode is turned on,` appears in the text where you typed the instruction to move the cursor to the align tab.

   As you type, each character is displayed at the tab position. As you continue to type, previously typed characters are moved *left*.

2. **To end the alignment, type [·] (the default align character), press [ENTER], or tab to the next tab stop.** If you type [·] to end the alignment and then type additional characters, they move right as usual.

Here are columns typed with an align tab:

```
                                                  1,204,880.00
                                                          1.54
                                                      1,256.95
                                                        101.15

                                                     Won Li
                                                 James Smith
                                            Hernando Marques
                                     Stuart Mather Gibson, III
-----1----(----2----------3----------4----------5+---------)---
```

You can change the align character: for example, from period to comma. (See *How to Change the Align Character,* 101.)

How to Type Text at an Indent Tab

If an indent tab is displayed in the tab line, the cursor moves to the indent tab position each time you press [ENTER] to end a paragraph. The next line of the paragraph wraps around and begins at the left margin.

Here are paragraphs typed with an indent tab:

```
                    We resolve to disencumber our holding company
                 of those securities determined to be unprofitable
                 or whose performance is less progressive this year
                 as compared with last.
                    What's more, we will purchase more shares
                 where P/E ratio is demonstrably high.
-----1--------(2---I------3----------4----------5----------)--
```

You can program each of the ten numeral keys to perform a sequence of keystrokes. These self-programmable keys are called user keys. (See *USER KEYS,* 102.)

View Mode

Command Summary: [@][V]

Use view mode to see codes that are embedded in the text. For example, with view mode turned on, you can see the paragraph symbol ¶ that marks where you have pressed [ENTER] to end a paragraph.

View mode is especially helpful when editing because you can easily distinguish paragraphs, tabular columns, print codes, and forced pages. Some users prefer to do most of their routine typing with view mode on, while others prefer to type with it off.

How to Turn On View Mode

If view mode is off, hold down [@] and type [V].

Vw	appears in the status line.
¶	indicates that you have pressed [ENTER] to end a paragraph. (See *Enter*, 24.)
\	indicates that you have used [SHIFT][→] to tab to a regular tab. (See *Tabbing*, 33.)
`	indicates that you have held down [@] and typed [A] to tab to an align tab. (See *Tabbing*, 33.)
▪	indicates that you have held down [@] and typed [I] to insert text. (See *Insert*, 49.)
Λ	indicates that you have typed a force new page code. (See *Paginating*, 30.)
©	indicates that you have typed a print code. (See *USER PRINT CODES*, 108.)
[	indicates the start of a block you have defined. (See *BLOCK-ACTION COMMANDS*, 50.)
]	indicates the end of a block you have defined. (See *BLOCK-ACTION COMMANDS*, 50.)

How to Turn Off View Mode

If view mode is on, hold down [@] and type [V]. Vw disappears from the status line.

The program automatically turns on view mode when you enter any of the following commands:

[@][S] to mark the start of a block. (See *BLOCK-ACTION COMMANDS*, 50.)

[@][E] to mark the end of a block. (See *BLOCK-ACTION COMMANDS*, 50.)

[@][X] to define a block by text quantity. (See *BLOCK-ACTION COMMANDS*, 50.)

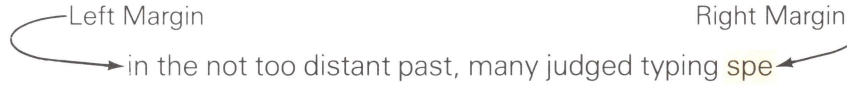
[@][N] to force a new page. (See *Paginating*, 30.)

[CLEAR] to type a print code. (See *USER PRINT CODES*, 108.)

Wraparound

One advantage of SuperSCRIPSIT word processing is that you never have to decide where to end lines of text. When you type a word that will not fit at the end of a line, the program moves the word down to begin the next line. The program "wraps" the text around.

As you type a word that will not fit,



the program moves the word down to begin the next line.

in the not too distant past, many judged typing
speed . . .

Write to Diskette

Command Summary: @W

When you type a document, the Model III saves the text in memory (in the buffer).

Normally the program writes (stores) the text to the diskette either when you quit the document or when you fill up the buffer. The buffer holds 11,821 characters.

However, you can instruct the program to write the text to the diskette by entering the write command. When you do this, the program writes to the diskette any text that has not already been written. During the write process, you cannot type because the system is emptying the buffer. But unlike what happens when you use the quit command, your document is still on the screen when the system finishes writing it to the diskette.

When to Write Text to the Diskette

- When the buffer is almost full.

  When you come within 300 characters of filling up the buffer, the program displays this message:

  300 LEFT

  If you continue to type, the program begins a countdown, continuously displaying the number of characters that remain in the buffer. If you type until the countdown reaches 0 and the buffer is full, the program automatically writes the contents of the buffer to the diskette. During the diskette write, no keyboard entries will be recognized.

  To avoid losing text, enter the write command before the countdown reaches 0.

- When the electric current is unreliable.

The write command is helpful in areas where the electric current is variable or sufficiently unreliable to cause the Model III to "crash." During a system crash, you lose any text that is in the buffer. By entering the write command from time to time during text input, you can store text that you might lose during a crash.

How to Write Text to the Diskette

1. **Hold down [@] and type [W] for *write.***

   If there is any text in the buffer that has not as yet been written to the diskette, the program writes it to the diskette.

   This prompt appears and temporarily takes the place of the status line:

   PLEASE WAIT A MOMENT

2. **When the prompt disappears and the status line reappears, resume typing.**

REVISING OVERVIEW

Here is a list of the SuperSCRIPSIT features you can use to revise text:

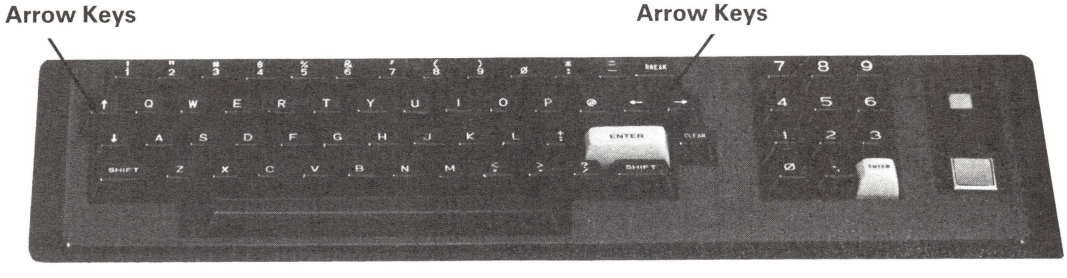
1. Cursor Movement Commands
   - The Arrow Keys
   - Text Quantity Definitions
   - Simple Commands
   - Advanced Commands
2. Basic Editing
   - Delete
   - Insert
   - Overstrike
3. Block-Action Commands
   - Defining the Block
   - Executing the Block-Action Commands
4. Global Search and Replace

CURSOR MOVEMENT COMMANDS

SuperSCRIPSIT is rich with instructions for moving the cursor. For example, you can move it to a specific word, phrase, or code; to a specific page or line number; to a header or footer page.

The Arrow Keys

The four arrow keys are used to move the cursor exclusively. All cursor movement commands use the arrow keys alone or in combination with another key.



Text Quantity Definitions

In order to move the cursor effectively, you must understand how the program defines text quantities.

Character

A *character* is a space, a letter, or a numeral. With view mode turned on, the program also defines the codes Λ © [and] as characters. With view mode turned off, the program does not define these codes as characters.

Characters

•
a

Word

A *word* is any group of characters with a space after it. The program includes the space after the word as part of the word.

Words

the murmuring brook

space

Sentence

A *sentence* is any group of characters with end punctuation before and after it: . ? !

Sentences

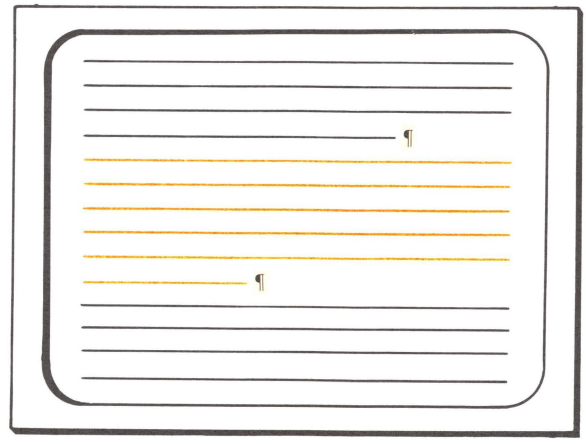
. . . of the earlier time? They knew it now. Still, there was . . .

end punctuation **end punctuation**

Paragraph

A *paragraph* is any group of characters with the paragraph symbol ¶ before and after it. Naturally, the first paragraph in a document is not preceded by a paragraph symbol. (The program embeds the symbol in the text when you press [ENTER]. You can view the paragraph symbols by turning on view mode.)

Paragraph



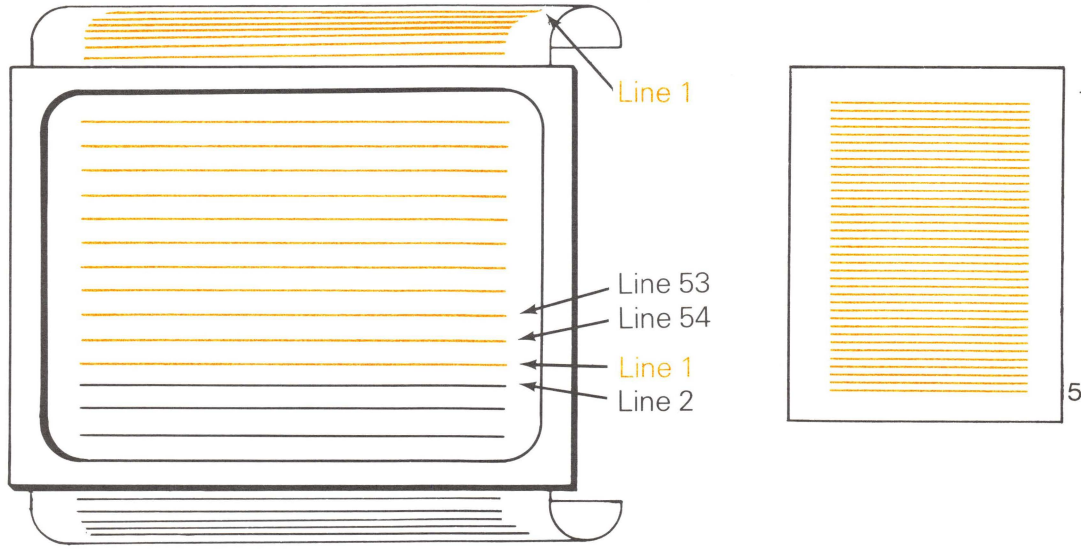
Page

A *page* is the number of lines set as lines per page in the Open Document Options for the document. If you set the lines per page at 54, then the program defines a page as 54 lines: page 1 is line 1 through line 54; page 2 is line 55 through line 108; and so on. The actual number of text lines (the absolute line number) depends on the linespacing:

- If you set the lines per page at 54 and the linespacing at 1 for single-space, each page will have 54 lines of text.
- If you set the lines per page at 54 and the linespacing at 2 for double-space, each page will still have 54 lines, but because the text prints on every other line, each page will have 27 lines of text.

Page

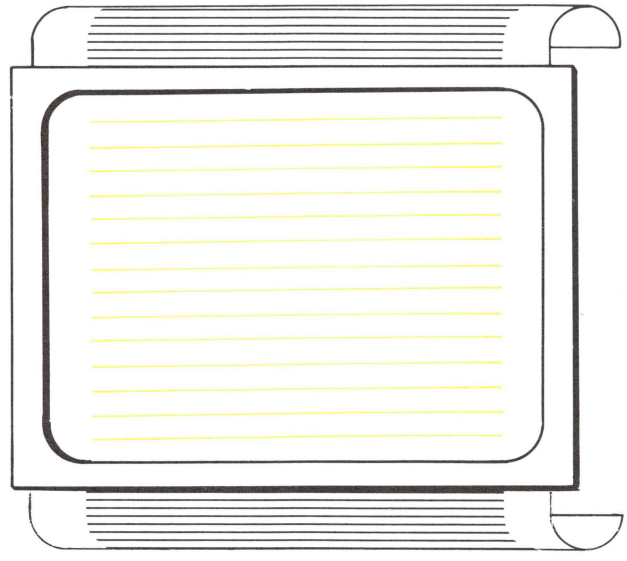
Linespacing 1
Lines per page 54



Video Page

A *video page* (14 lines) is the number of lines that are visible on the screen at one time.

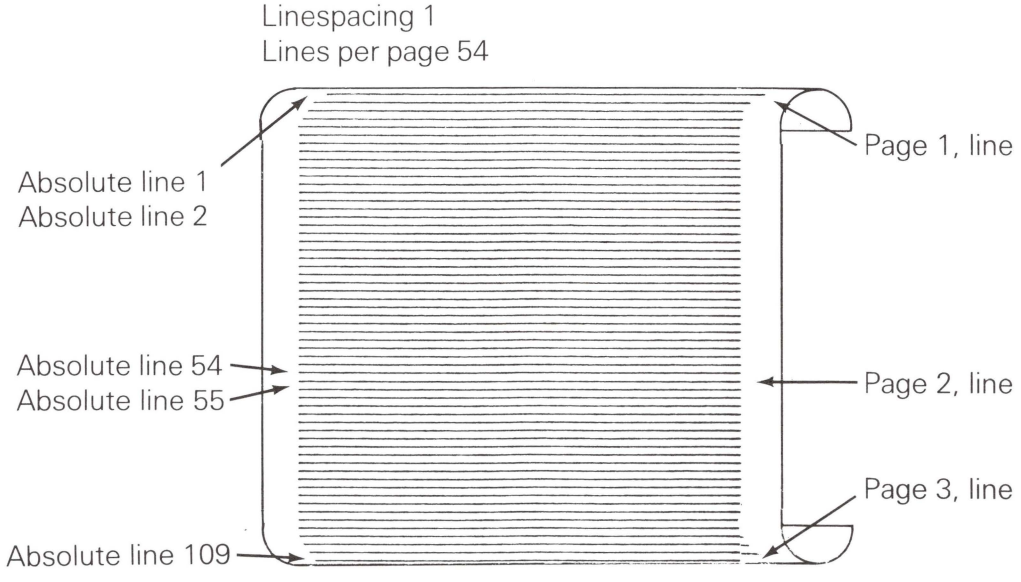
Video Page



Absolute Line Number

The actual number of text lines from the beginning to the end of the document is called the *absolute line number*. No matter what lines per page or linespacing option you select, the absolute line number does not vary. For example, if you are typing with the linespacing set at 1 for single-space and lines per page set at 54, then *page 1, line 54* is absolute line number 54. *Page 2, line 54* is absolute line number 108. However, if you are typing with the linespacing set at 2 for double-space, then *page 1, line 54* is absolute line number 27 and *page 2, line 54* is absolute line number 54.

Absolute Line Number



The Two Kinds of Cursor Movement Commands

You can use two kinds of commands to move the cursor:

- **Simple:** [→], [←], [↑], or [↓] by itself or with [SHIFT].
- **Advanced:** [→], [←], [↑], or [↓] with a keyboard character, such as [W], [G], [V], [P], [N], [L], [S], [H], or [F].

Simple Commands

Command Summary

[→] moves the cursor right.

[←] moves the cursor left.

[↑] moves the cursor up.

[↓] moves the cursor down.

[SHIFT] [→] moves the cursor to the next tab.

[SHIFT] [←] moves the cursor to the left margin.

[SHIFT] [↑] moves the cursor to the beginning of the document.

[SHIFT] [↓] moves the cursor to the end of the document.

How to Move the Cursor With the Four Arrow Keys

To move the cursor one character left, right, up, or down, press one of the four arrow keys. If you hold down an arrow key, the cursor moves in the direction of the arrow until you release the key.

[→] moves the cursor right.

[←] moves the cursor left.

[↑] moves the cursor up.

[↓] moves the cursor down.

You cannot move the cursor beyond the last *typed* character in a field or line of text. For example, if you hold down [→] or [←] in a *field,* the cursor stops when it reaches the end or beginning of the field. If you hold down [→] in *text* and the cursor reaches the last typed character of the line, the cursor wraps around to the beginning of the next line and continues to move along that line. If you continue to hold down [↑] or [↓] in text or while a menu with fields is displayed, the cursor stops when it reaches the first or last line or field.

How to Use the Arrow Keys With Shift

Use [SHIFT] with the arrow keys to move the cursor to a tab or to the beginning or end of a document or to the left margin.

To move the cursor to the next tab

Hold down [SHIFT] and press [→].

The cursor moves to the next tab, and if you continue to hold down [SHIFT] [→], the cursor moves to the right margin. (See *Tabbing*, 33.)

To move the cursor to the left margin

Hold down [SHIFT] and press [←].

The cursor moves to the left margin.

To move the cursor to the beginning of a document

While in an open document, hold down [SHIFT] and press [↑].

The cursor moves to the beginning of the document.

To move the cursor to the end of a document

While in an open document, hold down [SHIFT] and press [↓].

The cursor moves to the end of the document.

Advanced Commands

Command Summary

Arrow with [F] to move to a footer page.

Arrow with [G] to move to the next or previous paragraph.

Arrow with [H] to move to a header page.

Arrow with [L] to move to an absolute line number.

Arrow with [R] to move to a specified page.

Arrow with [P] to move to the next or previous page.

Arrow with [S] to move to a word or phrase using the search string.

Arrow with [W] to move to the next or previous word.

Arrow with [V] to move to the next or previous video page.

The advanced cursor movement commands provide flexibility and precision in moving the cursor through text.

You can move to a word, paragraph, printed page, video page, or header/footer page. You can move by page number or absolute line number. You can even move to a specific word or phrase.

How to Move the Cursor to a Footer Page

Hold down any arrow key and press [F] to request a footer page. (See *HEADERS AND FOOTERS*, 74.)

How to Move the Cursor to the Nearest Paragraph

To move the cursor to the next paragraph

Hold down [→] or [↓] and type [G].

The cursor moves to the next paragraph. If you continue to hold down the arrow key with [G], the cursor moves through the text, one paragraph at a time, until it reaches the end.

To move the cursor to the previous paragraph

Hold down [↑] or [←] and type [G].

The cursor moves to the previous paragraph. If you continue to hold down the arrow key with [G], the cursor moves through the text, one paragraph at a time, until it reaches the beginning.

How to Move the Cursor to a Header Page

Use arrow [H] to request a header page. (See *HEADERS AND FOOTERS,* 74.)

How to Move the Cursor to an Absolute Line Number

For a definition of *absolute line number,* see *Absolute Line Number,* 42.

1. **Hold down [→], [←], [↑], or [↓] and type [L].**

   This prompt appears in the status line:

   Document line number on which to place cursor (1-65535)? - - - - -

   The absolute line number that the cursor was on when you entered the command now appears in the field.

2. **In the field, type the absolute line number you want.**

3. **If the number contains fewer than five digits, press [ENTER].**

   If the number you type is five digits long (the length of the field), the instruction is entered when you type the fifth digit.

   The status line returns to normal and the cursor moves to the absolute line specified.

How to Move the Cursor to a Specified Page

1. **Hold down [→], [←], [↑], or [↓] and type [N].**

   This prompt appears in the status line:

   Document page number on which to place cursor (1-999)? - - - - -

The page number of the page that the cursor was on when you entered the command now appears in the field.

2. **In the field, type the number of the page you want.**

3. **If the page number contains fewer than three digits, press [ENTER].**

   If the number you type is three digits long (the length of the field), the instruction is entered when you type the third digit.

   The status line returns to normal and the cursor moves to the page specified.

How to Move the Cursor to the Next or Previous Page

For a definition of *page,* see *Page,* 41.

To move the cursor to the next page

Hold down [→] or [↓] and type [P].

The cursor moves to the next page. If you continue to hold down the arrow key with [P], the cursor moves through the text, one page at a time, until it reaches the end.

To move the cursor to the previous page

Hold down [←] or [↑] and type [P].

The cursor moves to the previous page. If you continue to hold down the arrow key with [P], the cursor moves through the text, one page at a time, until it reaches the beginning.

How to Move the Cursor to a Word or Phrase

1. **To find the *next* occurrence of a word or phrase, hold down [→] or [↓] and type [S]. To find the *previous* occurrence of a word or phrase, hold down [←] or [↑] and type [S].**

   This prompt appears in the status line:

   Enter search string: -

2. **Type the word or phrase that you want to find. Be sure to type it *exactly* as it appears in the document.**

   To type the search string

   Make sure the search string contains the same combination of spaces, as well as upper and lower case characters, as the target string.

   You can use spaces to narrow the search:

   - If you type the as the search string, the program will not find either, theatre, and so on.

- If you type the without spaces as the search string, the program will find either, theatre, and so on.

In addition to words and phrases, you can search for these embedded codes:

Code	How to Type It in the Field
Λ	@ N
©	CLEAR
¶	@ G
[	@ S
]	@ E

To edit the field for the search string prompt

The system retains a search string in memory until you either enter a new string or turn off the system. Therefore, if you want to use the command to search for more than one string during a work session, you may need to edit the field for the search string prompt.

- Use SHIFT → to move the cursor to the end of text in the field; then add to the text you have already typed.
- Use SHIFT ← to move the cursor to the beginning of the field.
- Use → and ← to position the cursor on any character that already appears in the field.
- Use overstrike to replace one character with another. Simply type the new character on top of the old one.
- Use @ D to delete the character the cursor is on.
- Use @ I to insert text in a field. All text to the right of the cursor moves to the right of the field. Type the text you want to insert. Type @ D to close up the insert.
- Use SHIFT CLEAR to clear all text to the right of the cursor. If the cursor is on the first character of the field, the entire field is cleared.

3. If the search string contains fewer than 32 characters and spaces (the length of the field), press ENTER.

If the string is 32 characters long, the search begins when you type the thirty-second character.

The status line returns to normal and the cursor moves to the nearest occurrence of the word or phrase.

4. You can continue to find occurrences of the same word or phrase.

To find the previous occurrence

- Hold down ← or ↑ and type S.

The prompt reappears in the status line. The field retains the most recently typed search string.

- Press [ENTER].

  The status line returns to normal and the cursor moves to the specified word or phrase.

To find the next occurrence

- Hold down [→] or [↑] and type [S].

  The prompt reappears in the status line. The field retains the most recently typed search string.

- Press [ENTER].

  The status line returns to normal and the cursor moves to the specified word or phrase.

How to Move the Cursor to the Next or Previous Word

To move the cursor to the next word

Hold down [→] or [↑] and type [W].

The cursor moves to the next word. If you continue to hold down the arrow key with [W], the cursor moves through the text, one word at a time, until it reaches the end.

To move the cursor to the previous word

Hold down [←] or [↓] and type [W].

The cursor moves to the previous word. If you continue to hold down the arrow key with [W], the cursor moves through the text, one word at a time, until it reaches the beginning.

How to Move the Cursor to the Next or Previous Video Page

For a definition of *video page,* see *Video Page,* 42.

To move the cursor to the next video page

Hold down [→] or [↓] and type [V].

The cursor moves down 14 lines to the next video page. If you continue to hold down the arrow key with [V], the cursor moves through the text, 14 lines at a time, until it reaches the end.

To move the cursor to the previous video page

Hold down [←] or [↓] and type [V].

The cursor moves up 14 lines to the previous video page. If you continue to hold down the arrow key with [V], the cursor moves through the text, 14 lines at a time, until it reaches the beginning.

BASIC EDITING: DELETE, INSERT, OVERSTRIKE

Delete

Command Summary: [@][D]

You use the delete command, either in text or in menu fields, to delete one character at a time. If you want to delete larger quantities of text, you use the block-action delete command. (See *BLOCK-ACTION COMMANDS,* 50.)

How to Delete One Character at a Time

1. **Position the cursor on the first character you want to delete.**
2. **Hold down [@] and type [D] for delete.**
3. **If you want to delete more than one character in a row, continue to hold down [@][D].**

The program deletes one character at a time as long as you continue to hold down [@][D]. When you release [@][D] or delete all the text from the cursor to the end of the line, the program reformats the paragraph to compensate for the deleted characters. If you delete characters from centered text, the undeleted text remains centered.

Insert

Command Summary

1. **Position the cursor.**
2. **Hold down [@] and type [I].**
3. **Type the insert.**
4. **Press [BREAK] or hold down [@] and type [D].**

You use the insert command to insert characters either in text or in fields. With this command, you can insert any amount of text into a document.

How to Insert

1. **Position the cursor in the paragraph or field where you want to insert text.**

2. **Hold down [@] and type [I].**

   The paragraph or field opens up to allow you to insert text. In a paragraph, you can insert as much text as you want. In a field, you can insert text until you use the maximum number of characters permitted in the field.

   If view mode is on, the program displays insert blocks in the text opening.

3. **Type the text you want to insert.**

4. **When you finish inserting the text, press [BREAK] or hold down [@] and type [D] to close up the text around the insert.**

   If you insert in a field, you *must* use [@][D] to close up the insert. If view mode is turned on, the insert blocks disappear when you close up the insert. When you finish inserting, the program reformats to compensate for the inserted characters. If you insert characters into centered text, the text remains centered.

Overstrike

Command Summary

1. **Position the cursor.**
2. **Type the desired character.**

Overstrike is the simplest editing technique: you just type one character over another. It is especially useful for correcting typos.

For example, if you type	iptown
just position the cursor over the i	iptown
and type u over it:	uptown

BLOCK-ACTION COMMANDS

Block-action commands are the key to SuperSCRIPSIT's editing capability. You can define any amount of text as a block and then delete it, copy it, move it, adjust it, search it, freeze or unfreeze it, hyphenate it, print it, or change its linespacing. And editing with the block-action commands is easy. You use two basic steps:

1. **Define the block.**
2. **Execute the block-action command.**

Defining the Block

Command Summary

Cursor Position Method

1. **Position the cursor at the start.**
2. **Hold down [@] and type [S].**
3. **Position the cursor at the end.**
4. **Hold down [@] and type [E].** if not end of text will be used

Text Quantity Method

1. **Position the cursor.**
2. **Hold down [@] and type [X].**
3. **Type [W], [S], [G], [P], or [E].**
4. **Type [B] or press [BREAK].**

You have two ways to define a block. You can use the cursor to mark the beginning and end of the text you want to define or you can define a quantity.

How to Define a Block: Cursor Position Method

1. **Position the cursor at the beginning of the text you want to define as a block.**

2. **Hold down [@] and type [S] for *start*.**

   An open bracket [appears in the text to mark the beginning of the block.

3. **Position the cursor at the end of the text you want to define.**

4. **Hold down [@] and type [E] for *end*.**

   A close bracket] appears in the text to mark the end of the block.

How to Define a Block: Text Quantity Method

In most cases you will want to use this method to define a block.

1. **Position the cursor anywhere in the text you want to define.**

2. **Hold down [@] and type [X].**

   This prompt appears in the status line:

   Word, Sentence, paraGraph, Page, End-of-text, Block-action?

3. **Define the text quantity by typing one or more of these letters in any combination you need.** (See *Text Quantity Definitions*, 40.)

   - Type [W] to define one word at a time. When the cursor is positioned on the word and you type [W] for *word*, the word from beginning to end is included in the block.
   - Type [S] to define one sentence at a time. When the cursor is positioned in the sentence and you type [S] for *sentence*, the sentence from beginning to end is included in the block.
   - Type [G] to define one paragraph at a time. When the cursor is positioned in the paragraph and you type [G] for *paragraph*, the paragraph from beginning to end is included in the block.
   - Type [P] to define one page at a time. When the cursor is positioned on the page and you type [P] for *page*, the page from beginning to end is included in the block.
   - Type [E] to define all the text from the cursor position to the end of the document. Unlike the other commands, when you type [E], the block is defined *from the cursor position* to the end of the document.

   As you begin to define the block, [appears at the start of the block. Each time you specify an amount of text, the cursor moves to the end of it to show you how much text you have defined.

4. **Type [B] or press [BREAK] to finish defining the block.**

   Type [B] to bring the list of block-action commands to the screen. (See list below.) Press [BREAK] to define the block and return the cursor to the text area.

   A] appears at the end of the defined text to mark the block.

Executing the Block-Action Commands

Command Summary

Display the block-action commands in the status line.

Type [D] to delete the block.

Type [C] to copy the block.

Type [M] to move the block.

Type [A] to adjust the block.

Type [S] to search the block.

Type [F] to freeze or unfreeze the block.

Type [H] to hyphenate the block.

Type [P] to print the block.

Type [L] to change the block's linespacing.

To recall a moved or copied block, hold down [@] and press [R].

Once you have defined a quantity of text as a block, you can use any one of the nine block-action commands on it. Here is the basic procedure for using a block-action command:

1. **Display the list of commands in the status line.**
2. **Select the command you want.**
3. **Answer the prompts, if any.**

How to Display the Block-Action Commands

Before you can execute a block-action command, you must first display the list of commands in the status line.

- **If you have used [@][S] and [@][E] to define the block, hold down [@] and type [B].**
- **If you have used [@][X] to define the block and the text quantity prompts are still displayed in the status line, type [B].**
- **If you have used [@][X] to define the block and you have pressed [BREAK] to finish defining, hold down [@] and type [B].**

This prompt then appears in the status line:

Delete Copy Move Adjust Search Freeze Hyph Print Linespace?

How to Execute a Block-Action Command

You can execute only one block-action command at a time. Unless you move or delete the block, it remains defined after you complete the command. You can repeat the command or perform another command on the same block.

If you freeze a block, you must unfreeze it before you can use any other block-action command on the frozen block.

Once you have defined a block and displayed the list of commands in the status line, select the command by typing its first letter:

[D] Delete	[A] Adjust	[H] Hyphenate
[C] Copy	[S] Search	[P] Print
[M] Move	[F] Freeze or unfreeze	[L] Linespace

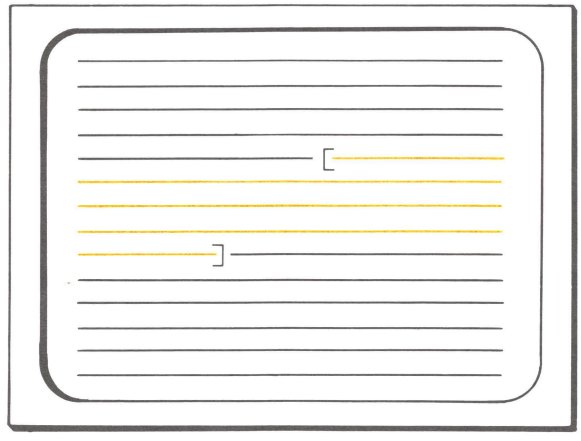
To delete a block

Type [D].

This prompt appears in the status line:

You have asked to remove this block. Are you sure (Y or N)?

- Type [Y] to delete the block.
- Type [N] to cancel the command. The status line returns to normal and the cursor returns to the text.



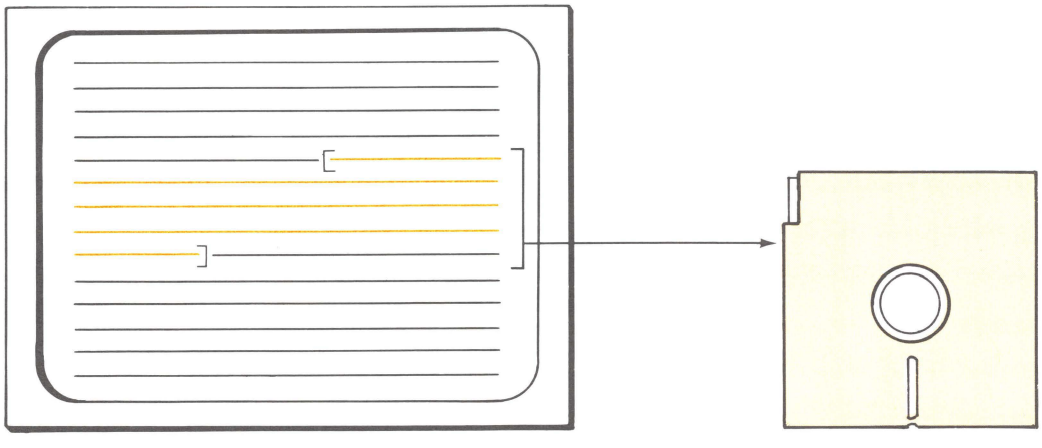
You can instruct the program not to request verification of the delete block command. (See *Verify Deletions,* 101.)

To copy a block

Type [C].

Use the copy command when you want a block to appear in more than one place. The copy block command is especially useful for duplicating text (such as column heads and tables).

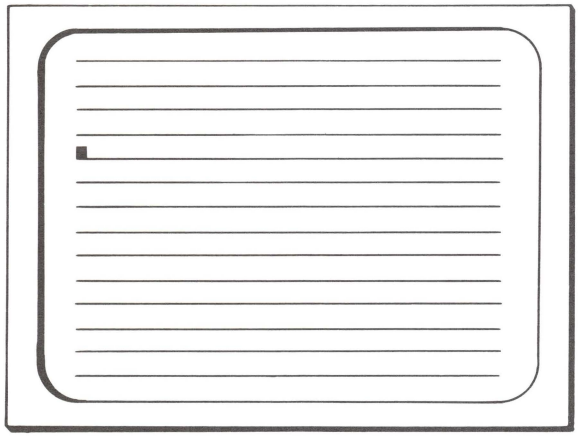
When you type [C], the block remains on the screen. The program copies the block into temporary storage on the diskette. The program stores only one copied block at a time. When you copy a block, the program erases any block that you previously copied.

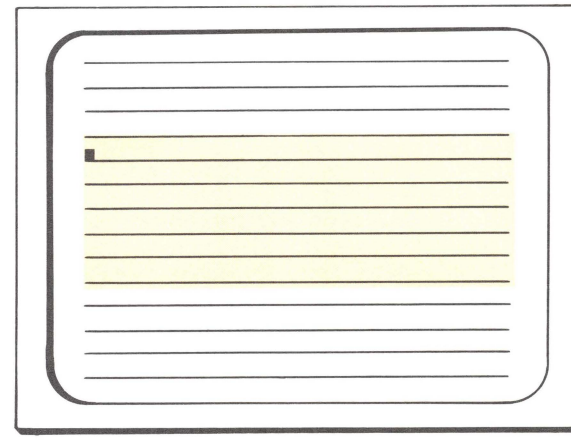


To recall a copied block

- Position the cursor where you want a copy of the block to appear.
- Hold down [@] and type [R] for *recall*. The program inserts the block at the cursor position.

You can recall a copied block anywhere in the document, or even in a different document. Once you have copied a block, you can recall it as often as you want it.





To move a block

Type [M].

Use the move command to move a block from one place to another.

When you type [M], the program deletes the block and saves it onto the diskette. The program stores only one moved block at a time. When you move a block, the program erases any block that you previously moved.

To recall a moved block

- Position the cursor where you want the moved block to appear.
- Hold down [@] and type [R] for *recall*. The program inserts the block at the cursor position.

You can recall a block anywhere in the document, or even in a different document. Once you have moved a block, you can recall it as often as you want it.

To adjust a block

Type [A].

Use the adjust command to copy the format of a model paragraph. When you adjust a block, the program reformats the block to match the model paragraph (margins, tabs, and linespacing).

When you plan to use the adjust command, you must define the block you wish to reformat. (See *Defining the Block,* 51.)

1. Before displaying the block-action commands, position the cursor on the paragraph whose format you want to copy.

2. Hold down [@] and type [B] to display the block-action commands in the status line.
3. Type [A].

The program changes the format of the block (margins, tabs, and linespacing) to match the format of the paragraph where the cursor was positioned.

Define the block and position the cursor on the paragraph whose format you want to copy.

Many of the professors disagreed. Martin was no exception.

If the Dean wants budget cuts, let him cut his own department.

However, the majority of professors sympathized with Dean Prescott, including Mabel Sommers.

If recent government cutbacks demand economy, then I believe that each of us should do our bit.

Choose the adjust block command.

Many of the professors disagreed. Martin was no exception.

If the Dean wants budget cuts, let him cut his own department.

However, the majority of professors sympathized with Dean Prescott, including Mabel Sommers.

If recent government cutbacks demand economy, then I believe that each of us should do our bit.

The program adjusts the block to match the model paragraph.

To search a block

Type [S].

Use the search command to locate every occurrence of a word, phrase, or code and to find, delete, or replace it with another word, phrase, or code.

When you type [S], the text temporarily disappears from the screen and the Search and Replace Options appear on the screen:

```
* * * * * * * * SCRIPSIT – SEARCH & REPLACE OPTIONS * * * * * * * *

                Type of search:   F        (Find/Delete/Replace)
                 String to find:  ------------------------------
     Search by word or character: W        Word/Character)
          Ignore upper/lower case: Y       (Yes/No)
                  Replace with:    ------------------------------
           Pause after each find:  Y       (Yes/No)
```

Select the options you want and press [ENTER] to begin the search or [BREAK] to cancel the search. (See *GLOBAL SEARCH AND REPLACE,* 59, for information about how to select and use the Search and Replace Options.)

To freeze or unfreeze a block

Type [F].

Freeze a block so that it cannot change. When a block is frozen, you cannot delete from it, insert text into it, or change its format or linespacing.

When you type [F], this prompt appears in the status line:

Freeze or Unfreeze block (F or U)?

- Type [F] to freeze the block.
- Type [U] to unfreeze the block.

If you need to change a frozen block, use the freeze block-action command and answer the prompt by typing [U] for unfreeze.

To hyphenate a block

Type [H].

Use the hyphenate command to ensure that the maximum number of characters prints on each line. Use hyphenation especially when you plan to print a document justified, because hyphenation minimizes the amount of space inserted to even out a line and thus improves the appearance of justified text.

When you type [H], the program scans the document for lines that have space available. When it finds space at the end of a line, it positions the cursor on the first word in the next line. The cursor position shows you that there is room on the line above for all the characters to the left of the cursor position. For example:

conclude

This prompt appears at the bottom of the screen:

Left, right, down arrows, ENTER move cursor; hyphen hyphenates

Make each hyphenation decision as the program presents it to you, or cancel the hyphenation process by pressing [BREAK]. In the above example, use the left arrow to move the cursor:

conclude

Then press [–] to hyphenate the word at the cursor position.

How to Make Hyphenation Decisions

The program presents one word at a time for a hyphenation decision. If you decide *not* to hyphenate the word, press [ENTER] or [↓] to move to the next hyphenation decision. If you decide to hyphenate, use [→] and [←] to position the cursor at the correct hyphenation point. For example:

conclude

Type [–] to hyphenate the word at the cursor position. The program hyphenates the word and moves on to the next hyphenation decision.

The program continues to present you with hyphenation decisions until it finishes scanning the block. When the hyphenation process is complete, the status line returns to normal.

To print the block

Type [P].

Use the print command to print the block. The print block command is helpful when you want to print a portion of the document instead of the entire document with [@][P].

When you type [P], the Print Text Options appear on the screen:

```
* * * * * * * * * * SCRIPSIT – PRINT TEXT OPTIONS * * * * * * * * * *

                  Document name:  -------------------
                     Paper size:  66          (1-99)
             Pause between pages: Y           (Yes/No)
        Begin numbering as page:  1- - -      (1-9999)
        Method of justification:  P           (Proportional/Mono/None)
             Number of copies:    1-          (1-99)
                 Display codes:   N           (Yes/No)
            Suppress widow lines: N           (Yes/No)
       Column to start printing:  1- -        (1-132)
```

Select the options you want and press [ENTER], or press [BREAK] to cancel the print job. (See *How to Print,* 65, for information about how to select and use the options on the Print Text Options.)

To change the linespacing of the block

Type [L].

Use the linespace command to change the linespacing of a block. For example, if you type a double-spaced document but want to single-space some sections, such as quotations, use the linespace command to change the linespacing for the quotes.

This is the only way to change the linespacing of a document. To change the linespacing of an entire document, just define the entire document as a block and then use the linespace block-action command.

When you press [L], this prompt appears in the status line:

New linespacing value for this block (use " + " for 1/2)?

Answer the prompt by typing the new linespacing for the block.

[1]	Single-space	Text prints on every line (default).
[2]	Double-space	Text prints on every other line.
[3]	Triple-space	Text prints on every third line.

[1][+]	Space and a half	Text prints with a half line of space between each line.
[2][+]	Double-space and a half	Text prints with 1½ lines of space between each line.
[3][+]	Triple-space and a half	Text prints with 2½ lines of space between each line.

Lock in your response.

If the response contains less than 2 characters, press [ENTER]. If the response you type is 2 characters long (the length of the field), the instruction is entered when you type the second character.

When you use the linespace block-action command to change the linespacing of an entire document, the program prints and paginates the document with the new linespacing, but the line number indicator in the status line does not reflect the new linespacing.

Use the linespacing field in the Open Document Options to change the line number indicator in the status line to reflect the new linespacing.

GLOBAL SEARCH AND REPLACE

Command Summary

Hold down [@] and type [G].

Answer the options.

Press [ENTER].

Answer the prompts, if any.

When you want to find, replace, or delete several occurrences of a word, phrase, or code, use the global search command to search an entire document or the block-action search command to search a block.

How to Begin a Search and Replace

Always start from beginning of docu

If you want to search a block, first define the block and display the block-action commands. Then type [S]. (See *BLOCK-ACTION COMMANDS*, 50.)

If you want to search an entire document, hold down [@] and type [G].

The Search and Replace Options appear.

```
* * * * * * *  SCRIPSIT – SEARCH & REPLACE OPTIONS  * * * * * * *

                Type of search:   F     (Find/Delete/Replace)
                 String to find:  ------------------------------
Search by word or character:   W     (Word/Character)
   Ignore upper/lower case:   Y     (Yes/No)
              Replace with:  ------------------------------
     Pause after each find:   Y     (Yes/No)
```

How to Answer the Options

1. Type of search

- To *find* every occurrence of a word or phrase, keep the default response [F] for *find*.
- To *delete* every occurrence of a word or phrase, type [D] for *delete*.
- To *replace* every occurrence of a word or phrase, type [R] for *replace*.

2. String to find

Type the word, phrase, or code that you want to find exactly as it appears. You can type up to 32 characters. In addition to words and phrases, you can search for these embedded codes:

Code	How to Type It in the Field
^	[@][N]
©	[CLEAR]
¶	[@][G]
[	[@][S]
]	[@][E]

3. Search by word or character

- To prevent the program from finding the search string *within* other words or phrases, type [W] to specify a word-by-word search. For example, if you search for the word *so* with the Word Option, the program will not find *Social, Some, Soul, insolent, console,* etc.
- To instruct the program to find the search string *within* other words or phrases, type [C] to specify a character-by-character search. If you search for *so* with the Character Option, the program will find *Social, Some, Soul, insolent, console,* etc.

4. Ignore upper/lower case

- To request the program to find every occurrence of the search string, whether or not it contains upper or lower case characters, type [Y] for *yes*. If you search for *So* with the Yes Option, the program will find *so*.
- To request the program to find only those occurrences of the search string that are capitalized exactly like the search string, type [N] for *no*. If you search for *So* with the No Option, the program will not find *so*.

5. Replace with

If you specified replace by typing [R] in response to the first option, type the string you want the program to put in place of the search string. You can type any combination of up to 32 characters or codes as the replace string.

6. Pause after each find

- If you type [Y] for *yes,* the program pauses after it finds each occurrence of the search string.
- If you type [N] for *no,* the program finds, replaces, or deletes all occurrences of the search string without pausing.

How to Edit the Fields on the Search and Replace Options

If you make a mistake or change your mind when answering an option, you will want to edit your response. Once you fill in the field for String to find or Replace with, the response remains in the field until you turn off the system. Therefore you may want to edit the fields:

- Use [SHIFT][►] to move the cursor to the end of text in the field and add to the text you have already typed.
- Use [SHIFT][◄] to move the cursor to the beginning of the field.
- Use [►] and [◄] to position the cursor on any characters that already appear in the field.
- Use overstrike to replace one character with another. Simply type the new character on top of the old one.
- Use [@][D] to delete the character the cursor is on.
- Use [@][I] to insert text in a field. All text to the right of the cursor moves to the right of the field. Type the text you want to insert. Hold down [@] and type [D] to close up the insert.
- Use [SHIFT][CLEAR] to clear all text to the right of the cursor. If the cursor is on the first character of the field, you clear the entire field.

When you have answered or edited the options, press [ENTER] to begin the search.

How to Find Every Occurrence Without Pause

If you specify *find without pause,* the program searches the entire document and displays the number of occurrences it found. For example: Found 16.

Press [BREAK] to cancel the message.

How to Find Every Occurrence With Pause

If you specify *find with pause,* the program stops after the first occurrence and displays this prompt:

Finding no. 1 Find next (Yes/Cancel/All)?

To answer the prompt

- Type [Y] for *yes* to find the next occurrence of the string.
- Type [C] to *cancel* the search.
- Type [A] to find *all* occurrences of the string without further pause.

When the program completes the search, it displays the total number of occurrences it found.

Press [BREAK] to cancel the message.

How to Replace Every Occurrence Without Pause

If you specify *replace without pause,* the program searches the entire document and displays the number of occurrences it replaced. For example: Replaced 16.

Press [BREAK] to cancel the message.

How to Replace Every Occurrence With Pause

If you specify *replace with pause,* the program stops after the first occurrence and displays this prompt:

Finding no. 1 Replace (Yes/No/Cancel/All)?

To answer the prompt

- Type [Y] for *yes* to replace this occurrence and to find the next occurrence of the string.
- Type [N] for *no* to bypass this occurrence and to find the next occurrence of the string.
- Type [C] to *cancel* the search and replace.
- Type [A] to search and replace *all* occurrences of the string without further pause.

When the program completes the search, it displays the total number of occurrences it replaced.

Press [BREAK] to cancel the message.

How to Delete Every Occurrence Without Pause

If you specify *delete without pause,* the program searches the entire document and displays the number of occurrences it deleted. For example: Deleted 16.

Press [BREAK] to cancel the message.

How to Delete Every Occurrence With Pause

If you specify *delete with pause,* the program stops after the first occurrence and displays this prompt:

Finding no. 1 Delete (Yes/No/Cancel/All)?

To answer the prompt

- Type [Y] for *yes* to delete this occurrence and to find the next occurrence of the string.
- Type [N] for *no* to bypass this occurrence and to find the next occurrence of the string.
- Type [C] to *cancel* the search and delete.
- Type [A] to search and delete *all* occurrences of the string without further pause.

When the search is complete, the program displays the total number of occurrences it deleted.

Press [BREAK] to cancel the message.

PRINTING OVERVIEW

SuperSCRIPSIT offers an enormous variety of print capabilities. For example, you can use *proportional spacing* and *justification* to create high quality printouts. You can type *print codes* in your text to print bold, to print underscores and double underscores, to print superscripts and subscripts, and so on. You can print *headers* and *footers* that include automatic page numbering. You can also print *form letters* (standard text that prints over and over with variable information each time).

PRINTING A DOCUMENT

Command Summary: [@][P]

Answer the Print Text Options.

Press [ENTER].

After you have typed and revised a document, you are ready to print it. You can make some decisions about printing before you print.

Getting Ready to Print

You set most of the print specifications when you answer the Open Document Options. (See *The Open Document Options described,* 13.) These specifications are:

- Printer type
- Lines per page
- Pitch
- Linespacing
- 1st page to include header
- 1st page to include footer

Before printing, you can change any of these print specifications (except linespacing) by quitting the document, opening it, displaying the Open Document Options, and editing the fields on the Options menu. If you change printer types, you must change the printer codes stored in the document.

If you want to change the linespacing before printing, you must use the linespace block-action command. (See *BLOCK-ACTION COMMANDS,* 50.)

How to Print

To print a document, you enter the print command and then respond to the Print Text Options. Make sure that the printer is correctly connected, that it is turned on, and that it is on line.

1. **Type the print command: from an open document, hold down [@] and type [P].**

The Print Text Options appear on the screen. These options also appear on the screen when you print with the print block-action command. (See *To print the block,* 58.)

```
* * * * * * * * * * SCRIPSIT – PRINT TEXT OPTIONS * * * * * * * * * *

                Document name:   -------------------
                   Paper size:   66        (1-99)
            Pause between pages: Y         (Yes/No)
        Begin numbering as page: 1---      (1-9999)
      Method of justification:   P         (Proportional//Mono/None)
             Number of copies:   1-        (1-99)
               Display codes:    N         (Yes/No)
           Suppress widow lines: N         (Yes/No)
      Column to start printing:  1--       (1-132)
```

2. Type your responses to the Print Text Options.

To answer the Print Text Options

To answer the options, move the cursor to the field for the option and type your choice.

Use [▲] and [▼] to move the cursor from option to option. (If you type the maximum number of characters allowed in a field, the cursor will move down to the next field.)

Use [►] and [◄] to move the cursor within a field. (You cannot move the cursor beyond the last typed character in a field.)

The Print Text Options described

Document name. The program displays the name of your document. You cannot change the nmae of the document on this menu. (See *The Open Document Options described,* 13.)

Paper size. Use this field to specify the length (in lines) of the paper you will print on. There are 6 lines to the inch. (11-inch paper is 66 lines long. 14-inch paper is 84 lines long.)

If you print with a form feeder, the program uses the response for this option to correctly feed the paper between pages.

[6][6] lines for 8½ x 11 inch paper is the default option.

Pause between pages. Use this field to specify whether or not you want the program to pause after it prints each page. If you type [Y] for *yes,* the program stops printing after each page and this message flashes on the screen:

Do you wish to continue printing (Y or N)?

Insert a sheet of paper in the printer and type [Y] to continue printing. Type [N] to cancel the print job. If you type [N], the program advances the next page and continues printing automatically. Use this response to print with a sheet feeder or on continuous form paper.

[Y] is the default option.

Begin numbering as page. If you have prepared headers or footers for the document, and if you have typed the page numbering code on either the header or footer, use this field to specify the number you want to print on the first numbered page. (See *HEADERS AND FOOTERS,* 74.) For example if you type [7] in response in the field for this option, the program numbers the first page as 7, the next page as 8, and so on.

This option is helpful when you are printing a long document in sections and each section is typed as a separate document. You can use this option to begin numbering each section after the last page of the previous section.

Method of justification. Text printed with an even right margin is called *justified.* Use this field to choose whether or not you want to print justified and, if you do, to specify the method of justification you want to use.

- If you choose [P] (the default option) for *proportional justification,* the program inserts partial spaces (called *units*) between the words to fill out the line and even up the right margin. You select this option if you want to justify text typed with proportional spacing.
- If you type [M] to choose the *mono* method of justification, the program inserts whole spaces between words to fill out the line and to even up the right margin. (You should choose this option if you want to justify a document that you will print with a printer that does not support proportional spacing.)
- If you type [N] for *none,* the program does not justify the text.

Number of copies. Use this field to specify how many copies of the document you want to print. The program prints your document as many times as you specify.

[1] is the default option.

Display codes. Use this field to specify whether or not you want the codes embedded in the text to print. If you type [N] for *no,* the codes on the screen do not print. If you type [Y] for *yes,* the program prints the codes that appear when you turn on view mode. (See *View Mode,* 35.)

¶ prints as $		©= prints as ~=	
\ prints as \		©› prints as ~›	
©– prints as ~–		©. prints as ~.	
©* prints as ~*		©\ prints as ~/	
©? prints as ~?			
` prints as `			
©+ prints as ~+			

The print codes do not function if you print them. The Λ (force new page) code cannot be printed. It does function, however, with this option.

[N] is the default option.

Suppress widow lines. Use this field to specify whether or not you want the program to suppress *widows.* Most typists try to avoid stranding the first

line of a new paragraph at the bottom of a page, or the last line of a paragraph at the top of a page. Such stranded lines are *widows*.

- If you type [Y] for *yes*, the program avoids widows, if possible, either by printing an extra line at the bottom of a page or by printing one less line at the bottom of a page.
- If you print with [Y], the length of the printed page may differ by one line from the length of the screen page as shown by the page indicator in the status line.
- If you type [N] for *no*, the program ignores widows.

[N] is the default option.

Column to start printing. Use this field to specify the starting point for the print wheel or print head. The program counts from the *column position* to the left margin. For example, assume that you are typing in 10 pitch. If the column position is set at 1 and the left margin is set at 1 (1 inch), the program counts to the left margin from position 1 on the pitch scale. Your left margin begins at position 10. But if the column position is set at 20 and the left margin is set at 1, the program counts to the left margin from position 20 on the pitch scale, and your left margin begins at position 30.

[1] is the default option.

3. If necessary, edit the fields to correct mistakes or to change the response to an option.

To edit the fields

[SHIFT][→] moves the cursor to the end of text in the field and enables you to add to the text you have already typed.

[SHIFT][←] moves the cursor to the beginning of the field.

[→] and [←] position the cursor on any character that already appears in the field.

Overstrike replaces one character with another. (Simply type the new character on top of the old one.)

[@][D] deletes the character the cursor is on.

[@][I] inserts text in a field. All text to the right of the cursor moves to the right of the field. (Type the text you want to insert. Hold down [@] and type [D] to close up the insert.)

[SHIFT][CLEAR] clears all text to the right of the cursor. If the cursor is on the first character of the field, you clear the entire field.

4. Press [BREAK] or [ENTER].

- Pressing [BREAK] cancels any entries you have typed or edited and returns you to the text.
- Pressing [ENTER] locks in the text you have typed or edited in the field and begins the printing.

How to Monitor the Printout

If you are printing a document of more than one page and you have requested the program to pause between pages, the program ejects the paper and after it prints each page displays this message beneath the Print Text Options:

Do you wish to continue printing (Y or N)?

To continue printing, insert another sheet of paper and type [Y]. To cancel the print job and redisplay the text on the screen, type [N].

How to Interrupt the Print Job

During printing you can interrupt the print job.

1. **Press [BREAK].**

   The program halts the printer and displays this message:

   Do you wish to continue printing (Y or N)?

2. **To resume printing, type [Y].**

3. **To cancel the print job and redisplay the text on the screen, type [N].**

USING THE SYSTEM PRINT CODES

Command Summary

Press [CLEAR] and type [–] to underscore.

Press [CLEAR] and type [=] to double-underscore.

Press [CLEAR] and type [+] to print bold.

Press [CLEAR] and type [/] to strike-through.

Press [CLEAR] and type [·] to subscript.

Press [CLEAR] and type [*] to superscript.

Press [CLEAR] and type [>] to top the form.

Press [CLEAR] and type [?] to pause printout.

When you want to print text underscored, double-underscored, bold, and so on, you type a print code in the text. When it prints, the program encounters the print code and performs the corresponding print function.

To type a print code, press [CLEAR] and then type the character that signifies the print function you want. When you press [CLEAR], the program turns on view mode automatically.

With view mode turned on, each print code takes up two spaces on the *screen*; with view mode turned off, one space, since the © does not appear. *Print codes take up no space on the printout.*

The Toggle Print Codes

Some of the print codes are toggle codes. A toggle is simply an on/off switch. A toggle code turns *on* the print function the first time the printer encounters it and turns *off* the function the second time the printer encounters it.

The toggle print codes are:

- Underscore
- Double-underscore
- Bold
- Strike-through

Type a toggle code *before* the text to turn *on* the print function; then type the code *after* the text to turn *off* the print function.

The other print codes (superscript, subscript, pause printout, and top of form) are not toggle codes. In addition to the eight system print codes, you can design your own print codes.

How to Underscore

Before and after the text you want to underscore, press [CLEAR] and type [–].

On the screen

If view mode is turned off, the program turns it on and ©– appears on the screen. When view mode is off, – appears on the screen.

On the printout

The text enclosed by the underscore codes prints underscored:

When in the course of human events . . .

How to Double-Underscore

Before and after the text you want to double-underscore, press [CLEAR] and type [=].

On the screen

If view mode is turned off, the program turns it on and ©= appears on the screen. When view mode is off, = appears on the screen.

On the printout

The text enclosed by the double-underscore codes prints double-underscored:

When in the course of human events . . .

This print feature is available only on the Daisy Wheel II.

How to Print Bold

Before and after the text you want to print bold, press [CLEAR] and type [+].

On the screen

If view mode is turned off, the program turns it on and ©+ appears on the screen. When view mode is off, + appears on the screen.

On the printout

The text enclosed by the print bold codes prints bold:

When in the course of human events . . .

How to Strike-through

Before and after the text you want to strike-through, press [CLEAR] and type [/].

On the screen

If view mode is turned off, the program turns it on and ©/ appears on the screen. When view mode is off, / appears on the screen.

On the printout

The text enclosed by the strike-through codes prints with a dash through each character:

When

Non–Toggle Print Codes

A non–toggle print code instructs the printer to perform a specific action. The non–toggle codes are superscript, subscript, top of form, and pause print.

How to Superscript

Superscript characters print above the line. They are used primarily for footnotes:1.

1. **Type the superscript code: press [CLEAR] and type [*].**

   When the printer encounters the superscript code, it prints a half line higher (reverse line feed).

2. **Type the text that you want superscripted.**

3. **After the text, type the subscript code: press [CLEAR] and type [·].**

   When the printer encounters the subscript code, it prints a half line lower (line feed) and returns to the normal typing line.

On the screen

If view mode is turned off, the program turns it on. ©* appears *before* the text to be superscripted, and ©. appears *after* the text. For example:

©*Super©.script

When view mode is off, *Super.script appears on the screen.

On the printout

The text preceded by ©* and followed by ©. prints as superscript:

$\text{Super}_{\text{script}}$

How to Subscript

Subscript characters print below the line. They are often used for mathematical expressions and chemical formulas, such as:

H_2O

1. **Type the subscript code: press [CLEAR] and type [·].**

   When the printer encounters the subscript code, it prints a half line lower (line feed).

2. **Type the text you want to subscript.**

3. **After the text, type the superscript code: press [CLEAR] and type [*].**

   When the printer encounters the superscript code, it prints a half line higher (reverse line feed) and returns to the normal printing line.

On the screen

If view mode is turned off, the program turns it on. Then ©. appears *before* the text to be subscripted, and ©* appears *after* the text. For example:

©.Sub©*script

When view mode is off, .Sub*script appears on the screen.

On the printout

The text preceded by ©. and followed by ©* prints subscripted:

$\text{Sub}^{\text{script}}$

How to Top the Form

When the program encounters a top of form code while printing, it rolls the paper back down and positions the paper at the first printed line on the page. This instruction is useful for printing pages with a column format and for double-pass printing.

1. **Position the cursor on the line where you want the printer to roll up.**

   The code *must* appear at the beginning of a line of text or on a line by itself.

2. **Press [CLEAR] and type [›].**

3. **Press [ENTER].**

On the screen

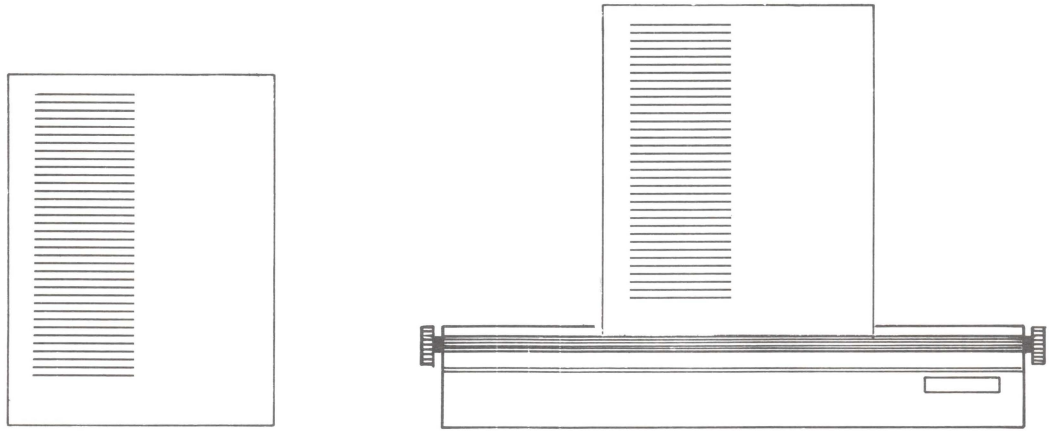
If view mode is turned off, the program turns it on and © › ¶ appears on the screen. When view mode is off, › appears on the screen.

On the printout

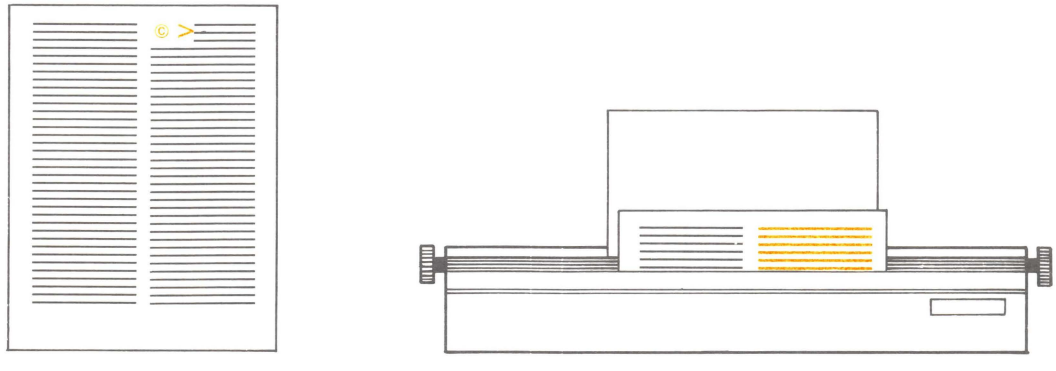
When the program encounters the code, it rolls the paper down to the first printed line on the page following the header (if any) and continues printing.

Using the Top of Form Code to Print Columns

Type the first column with its own margins and type the code at the bottom.



Type the code and the second column with a set of margins to the right of the first set.



How to Type a Pause Print Code

Use a pause print code to stop the printer temporarily during printout. This code is useful for changing print wheels during printout.

1. **On the screen, position the cursor wherever you want the printout to pause.**

2. **Press [CLEAR] and type [?].**

On the screen

If view mode is turned off, the program turns it on and ©? appears on the screen. When view mode is off, ? appears on the screen.

On the printout

When the printer encounters the code, it stops printing and displays this prompt:

Do you wish to continue printing (Y or N)?

- Type [Y] to continue printing.
- Type [N] to cancel the print job.

HEADERS AND FOOTERS

Command Summary

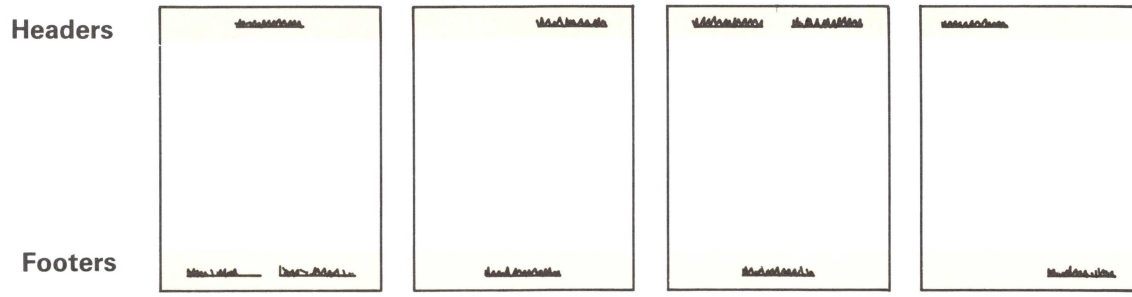
Hold down [ARROW] and type [H], or hold down [ARROW] and type [F].

Select even or odd.

Type the text.

Hold down [ARROW] and type [N], or hold down [ARROW] and type [L].

A *header* is a line (or lines) that prints at the top of a page. A *footer* is a line (or lines) that prints at the bottom of a page. You can use either a header or footer to request automatic page numbering for your printout.



When you want to print the same line at the top of every page of a document, you create a header. When you want to print the same line at the bottom of every page of a document, you create a footer. Each header or footer is stored with the document as a separate page on the diskette.

Once you have created the header or footer page, you can still delete or insert large amounts of text. The program paginates the text, taking into account the length of the headers and footers.

When the program prints the header and/or the footer, it positions the header or footer in the same place on each page of the document.

The program supports two headers and two footers per document. This provides you with flexibility in deciding how to use them. For example, you can print one header on all even-numbered pages and another on all odd-numbered pages. This is useful when you print documents on both sides of the paper. You can easily distinguish the front and back of each page. The *maximum* length of a header or footer is 768 characters.

You use two basic steps to print with headers and footers:

1. You prepare the header or footer page.
2. When you print the document, you specify the first page to print with the header or footer and you specify the number with which it will print.

How to Prepare a Header or Footer Page

1. **From an open document, request a header or footer page. Hold down [ARROW] and type [H] to request a header page or type [F] to request a footer page.**

   This prompt appears in the status line:

   Print on Even or Odd numbered pages (E or O)?

2. **Specify the pages on which you want the header or footer to print and answer the prompt. Type [E] to request a header or footer page to print on even-numbered pages. Type [O] to request a header or footer page to print on odd-numbered pages.**

   The requested header or footer page appears on the screen.

   If you prepare only one header page (even or odd) for a document, the header prints on *all* pages of the document. If you want alternating headers or footers (ones that print on every other page) you must prepare both an even and an odd header or footer page.

3. **On the header or footer page, type the text you want to print on each document page, and if you want it, request automatic page numbering.**

   To separate the header text from the document page

   After the text of the header, press [ENTER] once for each line of space you want between the header text and the text of each document page.

To separate the footer text from the document page

Before the text of the footer, press [ENTER] once for each line of space you want between the text of each document page and the footer text.

Header and footer margins and linespacing

When the header or footer page appears, the margins and linespacing are the same as that of the paragraph the cursor was on when you requested the page.

- If you want the header or footer to print with different margins, edit the tab line.
- If you want the header or footer to print with different linespacing, type the text and then use the linespace block-action command.

To request automatic page numbering

At the place in the header or footer where you want a page number to appear, press [CLEAR] and then type a lower case [P]. ©p appears on the screen.

You use the Print Text Options to specify the number that you want the program to begin numbering with. (See *How to Print With Headers and Footers*, below.)

As the program prints the document, it numbers pages and prints the current page number in the header or footer whenever it encounters the page code.

4. Record the header or footer and return to the document.

Hold down [ARROW] and type [N] for page number. This prompt appears in the status line:

Document page number on which to place cursor (1-999)?- - -

The number of the page you were on when you requested the header or footer page is displayed in the field. Press [ENTER] to return to the page you were on, or type a page number and press [ENTER] to return to a specific page.

You also can hold down [ARROW] and type [L] to record the header or footer and return to the document. (See *CURSOR MOVEMENT COMMANDS*, 39.)

The prompt PLEASE WAIT A MOMENT appears as the program writes the header or footer to the diskette and repaginates the document to make room for the header or footer.

When the program has recorded the header or footer, the header or footer page leaves the screen and the program redisplays the text of the document.

How to Print With Headers and Footers

When you have prepared headers or footers for a document, the program provides you with two options for printing them.

Specify the first page to include header or footer

Sometimes you do not want to begin printing the headers or footers on the first page of the document. For example, if page 1 of the document is a title page, you would probably want to begin printing the headers or footers on page 2. You use the Open Document Options to specify the first page on which you want the header or footer to print.

```
* * * * * * * * SCRIPSIT – OPEN DOCUMENT OPTIONS * * * * * * * *

                Document name:  -----------------------
                        Author:  ------------------------------
                      Operator:  ------------------------------
                      Comments:  ------------------------------
                  Printer type:  DW2-----
                Lines per page:  52        (4-99)
                         Pitch:  P-        (1-20 or P)
Linespacing (to 3+, " + " = 1/2):  1-
     1st page to include header:  1--      (1-999)
     1st page to include footer:  1--      (1-999)
```

To begin headers on a page other than the first

In the field 1st page to include header, type the number of the first page on which you want the header to print. When you print the document, the program begins printing the header when it comes to that page.

To begin footers on a page other than the first

In the field 1st page to include footer, type the number of the first page on which you want the footer to print. When you print the document, the program begins printing the footer when it comes to that page.

To begin numbering pages with a specific number

If you decide to use automatic page numbering on one or more of your header or footer pages, you may want to begin the automatic page numbering with a number other than *1*. For example, if you are printing section 2 of a report, you may want to begin numbering the pages from where you left off in section 1.

You use the Print Text Options to specify the first number to print. The program numbers each page consecutively. For example, if you tell the program to number the first page *32*, it numbers the next page *33*, the one after that *34*, and so on.

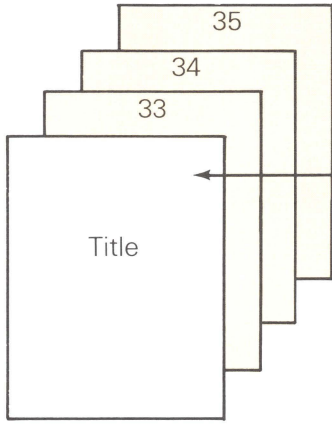
In the field Begin numbering as page, type the number you want the program to use as the page number of the first page of the document.

Whether or not you have coded the first page of the document to print with a page number, the program begins numbering the first page with the number you specify. It then counts each page from that number. It prints the current page number whenever it encounters the page numbering code.

```
* * * * * * * * * * SCRIPSIT – PRINT TEXT OPTIONS * * * * * * * * * *

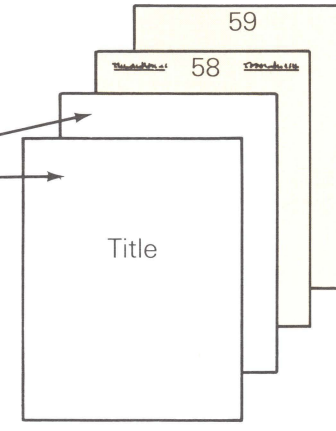
                Document name:  - - - - - - - - - - - - - - - - - -
                   Paper size:  66        (1-99)
     Pause between pages:       Y         (Yes/No)
   Begin numbering as page:     1- - -    (1-9999)
  Method of justification:      P         (Proportional/Mono/None)
        Number of copies:       1-        (1-99)
           Display codes:       N         (Yes/No)
      Suppress widow lines:     N         (Yes/No)
  Column to start printing:     1- -      (1-132)
```

Begin numbering as page 32.



No Header

Begin numbering as page 56.



FORM LETTERS

Command Summary

Prepare the master document.

Prepare the variables document.

Open the master document.

Hold down [@] and type [F].

Press [ENTER].

Type the name of the variables document.

Press [ENTER].

Preparing a Form Letter

A form letter is a letter that you print more than once, inserting different information (variables) each time. For example, a letter soliciting political

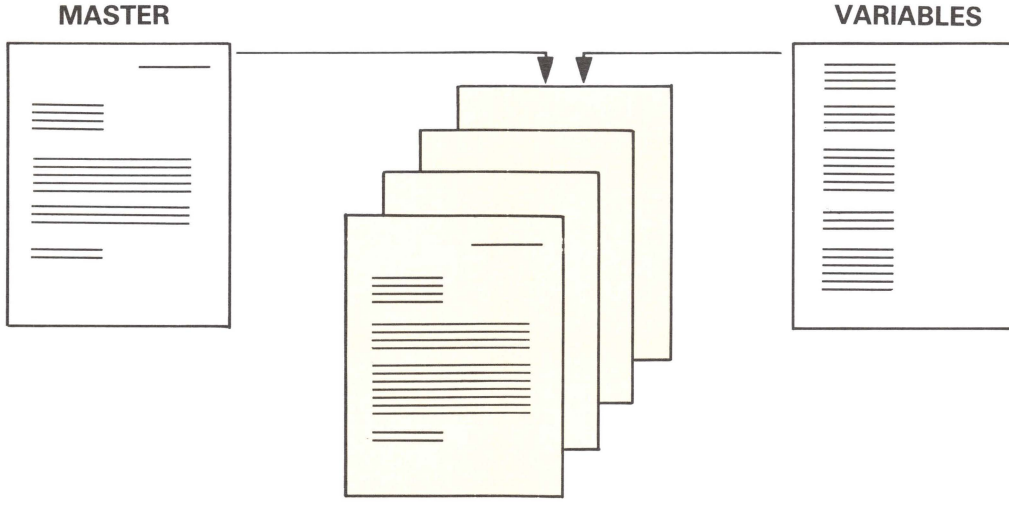
contributions may contain the same text, but the name and address will vary from letter to letter.

How to Prepare a Form Letter

1. **Open and type a master document that contains the standard text of the letter, typing a code name where you want the program to insert each variable.**

2. **Open and type a variables document that contains the list of code names and the variables for each letter.**

3. **Merge the two documents with [@][F] (for *form*) and print one letter for each group of variables.**



Sample Form Letter

In this sample letter, the tinted words are variables. They will be different for each letter.

1 April 1985

Mr. Jonathan Cosgrave
1215 Fernando Heights
Fresno, California 90912

Dear Mr. Cosgrave:

We have just received our new shipment of TRS-80's. We are holding the 48K Model III you reserved.

Sincerely,
Radio Shack

Preparing the Master Document

The master document contains the text of the form letter with a code name where each variable is to appear. You can prepare as many master documents as you want to merge with the same variables document. You can also use the same master document to merge with different variables documents.

How to Prepare a Master Document

Open a document and type the text. At each place where you want variable information, type the code name of the variable.

1. **Name each variable with a code.** For example:

   /FIRSTNAME/
   /LASTNAME/
   /MRMRS/
   /ADDRESS/

   Each variable must have a unique name, but you can type the code name in the master document as often as you want the variable that it names to appear. For example, if you want a person's name to appear four times, just type the unique code name /NAME/ in the master document at each place where you want the person's name to appear.

2. **Make each variable name into a code name by enclosing it within the defining character of your choice.**

   The defining character must appear before and after the name of the variable. Once you have decided on a defining character for the code names, you must use it consistently throughout the master document and the variables document. Here are some examples of defining characters for code names:

   /LASTNAME/
   @LASTNAME@
   &LASTNAME&
   ‹LASTNAME‹

If you were to merge the master document illustrated here with a variables document, the program would insert the variables wherever the corresponding code name appears.

Sample Master Document

1 April 1985

/MRMRS/ /FIRST/ /LAST/
/STREET/
/CITY/ /STATE/ /ZIP/

Dear /MRMRS/ /LAST/:

We have just received our new shipment of TRS-80's. We are holding the /K/ /MODEL/ you reserved.

Sincerely,
Radio Shack

Preparing the Variables Document

The variables document contains the variable information that you want to insert into each form letter. You type the variables for each letter in groups. There is no limit to the number of variable groups you can type.

How to Prepare a Variables Document

1. **Open and name a document for the variables.**

2. **Using the same defining character you used in the master document, type the complete list of code names.**

   The defining character *must* appear as the first character in the variables document.

3. **To end the list of code names, press [ENTER] twice, once after the last code name and once to separate the code names from the lists of variables.**

   You *must* separate the list of code names from the variable groups by typing a paragraph symbol on a line by itself.

4. **Following exactly the same order you used to type the list of code names, type each variable.**

   As with the code names, type the defining character before and after each variable. You do not have to type each variable on a line by itself. You can type the variables side by side as long as there is a space between each one.

   /FIRST/ /LAST/ /ADDRESS/ /CITY/ /STATE/ /ZIP/

5. **After each group of variables, press [ENTER] twice, once after the last variable and once to separate the list of variables from the other lists of variables.**

   You *must* separate each list of variables by typing a paragraph symbol on a line by itself.

6. **After the very last group of variables, press [ENTER] three times.**

   You *must* signify the end of *all* the variables in the variables document by typing three paragraph symbols — one after the last variable and then two more.

The following variables document is for the sample master document illustrated on page 81. It begins with a list of code names and then lists the group of variables for each form letter. The variables in each group are typed in the order of the code names that name them. (Note that in the last variables group the variables are typed side by side. Use the method that you find most convenient.)

```
/MRMRS/¶
/FIRST/¶
/LAST/¶
/STREET/¶
/CITY/¶
/STATE/¶
/ZIP/¶
/K/¶
/MODEL/¶
¶
/Mr./¶
/Jonathan/¶
/Cosgrave/¶
/1215 Fernando Heights/¶
/Fresno/¶
/California/¶
/90912/¶
/48K/¶
/Model III/¶
¶
/Ms./¶
/Lucy/¶
/Diamond/¶
/202 Barclay/¶
/Chapel Hill/¶
/North Carolina/¶
/27514/¶
/48K/¶
/Model III/¶
¶
/Mrs./ /Pamela/ /Snodgrass/ /15 East 61st Street/ /New York/¶
/New York/ /10011/ /48K/ /Model III/¶
¶
¶
```

Merging the Master Document With the Variables Document

Once you have prepared both the master and variables documents, you are ready to merge them. The program prints one form letter for each group of variables you typed in the variables document.

How to Merge the Master and Variables Documents

To merge and print the variables document with the master document, use the form letter command.

1. **Display the master document on the screen.**

2. **Hold down [@] and type [F].**

   The Print Text Options appear. (See *How to Print,* 65.)

3. **Select the options you want and press [ENTER].**

   This prompt appears:

   Name of file to be merged?- -

4. **Type the name of the file (document) that contains the variables you want to merge, and press [ENTER].**

   The program prints the master document and inserts the first group of variables.

5. **Continue to print the form letter until you have merged and printed each variable group.**

   - If you are printing with the Pause Print Option, type [Y] after you have printed each letter in order to continue printing.
   - If you are printing without the Pause Option (with a sheet feeder or forms tractor), then the form letters print automatically until all the variable groups have printed. (To interrupt the print/merge operation, press [BREAK].)

Some Common Mistakes in Preparing Form Letters

The preparation of form letters requires precise typing. Here are some common mistakes to avoid:

- A missing defining character.
- A code name in the master document that does not appear in the variables document (or vice versa).
- An incorrect sequence of variables in the variables document (as when the sequence does not correspond with the sequence of code names).

- A typo in a code name.
- A variable group that contains too few or too many variables.

Merging With Non–SuperSCRIPSIT Files

You can merge using variables files generated by programs other than SuperSCRIPSIT. To use a non–SuperSCRIPSIT variables file for merging, make sure that the file is written in ASCII format and that you use the same defining character in both the master and variables documents. For example, SCRIPSIT (26-1563) documents can be saved as merge files with the S, A option. Merge files can also be created by Profile III Plus (26-1592 Model III only). See the Profile III Plus manual for details.

MANAGING FILES OVERVIEW

Diskette storage provides enormous flexibility in storing and accessing documents. When you type a SuperSCRIPSIT document, the program uses TRSDOS to write your document to the diskette. Each document is stored on a diskette as a *file*. No file can extend beyond one diskette. The more files you accumulate, however, the more you will need to organize (manage) them in order to conserve space on the diskette. For example, you may want to copy files to another diskette or delete files that you no longer need.

You can use two kinds of commands to manage your files: SuperSCRIPSIT commands and TRSDOS commands. This section presents the commands that you will find most helpful in managing your files.

SuperSCRIPSIT FILE MANAGEMENT COMMANDS

SuperSCRIPSIT provides you with three commands for managing files. First, the program offers the *directory* function, which enables you to view the disk directory of any diskette in a disk drive. Second, there is a *convert* function for changing ASCII files into SCRIPSIT documents. Third, the program offers the *compress* function, which enables you to rewrite a document on a diskette so that it occupies the least possible amount of space on the diskette.

Disk Directory

Command Summary

From the Main Menu, type [D].

Type the number of the drive that contains the diskette you want to see.

How to Display the Disk Directory

1. **From the Main Menu, type [D].**

   This prompt appears:

```
* * * * * * * * SCRIPSIT – DISPLAY DISK DIRECTORY * * * * * * * *

                Which drive do you wish to display (Ø-3)?
```

2. **Type the number of the drive that contains the diskette whose directory you want to see.**

3. **The program displays the directory for the diskette in the specified drive.**

   This flashing message appears:

   Press BREAK to return to menu

4. **Press [BREAK] to return to the Main Menu.**

A Sample Disk Directory

DRIVE :Ø	PAGE	DEMO	HERZ5Ø/BLD
SCRIPSIT/CMD	SYSTEM/CTL	ERRORS/CTL	SCR16/CTL
SCR17/CTL	SCR18/CTL	SCR19/CTL	SCR32/CTL
SCR33/CTL	SCR 35/CTL	SCR38/CTL	SCR5Ø/CTL
SCR64/CTL	DW2/CTL	LP8/CTL	LP4/CTL
HELP/CTL	S/CTL	CATALOG	LECTURES
DINOSAUR			

Compress

Command Summary

1. **From the Main Menu, type [C].**
2. **Type the name of the file to be compressed and press [ENTER].**
3. **Type a new file name and press [ENTER].**

You use the compress function to rewrite a file to a new file in the least possible amount of space. When you finish compressing the file, the old wasteful file and the new compressed file remain on the diskette. Therefore, before using compress, make sure that your diskette has enough space to hold both the old file and the new file.

How to Compress a File

1. **From the Main Menu, type [C] to choose the compress function.**

   This prompt appears:

   Existing document to be compressed: ----------

2. **Type the name of the file you want to compress and press [ENTER].**

   This prompt appears:

   New document to hold compressed text: ----------

3. **Type a new name for the file and press [ENTER].**

   Normally, you should name the new file so that the program associates the new name with the original: for example, new CHAN for original CHANDLER.

If you want to compress the file on a diskette in a drive other than Ø, type a colon after the name, followed by the number of the drive you want to use: for example, CHAN[:][1].

The program rewrites the existing file onto a new file using the least possible amount of space on the diskette. After you have compressed the file, you will probably want to "kill" the original. (See *Kill,* 92.)

ASCII Text Conversion Utility

Command Summary

1. **From the Main Menu, type [A].**
2. **Type [S] to convert SCRIPSIT to ASCII, or type [A] to convert ASCII to SCRIPSIT.**
3. **Type the name of the SCRIPSIT file and press [ENTER].**
4. **Type the name of the ASCII file and press [ENTER].**

You use the ASCII text conversion utility to convert SCRIPSIT documents into ASCII files (and vice versa). ASCII stands for the American Standard Code for Information Interchange. In ASCII, each character is identified by a certain decimal number. For example, a space in ASCII is 32. ASCII is a standard text storage format used in computer applications such as communications. Documents created by the original SCRIPSIT program (26-1563) are stored on a diskette in ASCII and may be converted to SuperSCRIPSIT documents with this utility. ASCII documents cannot be spell checked with the Proofread option. They can be spell checked by the CHECK program supplied with the Model I/III SCRIPSIT Dictionary package (26-1591).

Before You Convert ASCII to SCRIPSIT

When you convert from ASCII to SCRIPSIT, no advance preparation is necessary: the program creates the SCRIPSIT document for you. However, if you want the newly converted SCRIPSIT document to have a specific format (tabs, margins, etc.), you have to open a SCRIPSIT document prior to the conversion and then format it. Thus, when you perform the conversion, the program copies the ASCII file into the SCRIPSIT document you have prepared.

How to Convert ASCII and SCRIPSIT Files

1. **From the Main Menu, type [A] to choose the ASCII text conversion utility.**

   This prompt appears:

   FROM which format do you wish to convert (Scripsit/Ascii)?

2. **Type [S] or [A] to specify the format from which you want to convert.**
   - Type [S] to convert a file *from* SCRIPSIT *to* ASCII.

- Type [A] to convert a file *from* ASCII *to* SCRIPSIT.

No matter which format you are converting from, this prompt appears:

Name of Scripsit file: ----------

3. **In the field, type the name of the SCRIPSIT file that you want to convert either *from* or *to* and press [ENTER].**

This prompt appears:

Name of ASCII file: ----------

4. **In the field, type the name of the ASCII file that you want to convert either *from* or *to* and press [ENTER].**

The program performs the conversion.

When converting *from* ASCII *to* SCRIPSIT

A few seconds after the conversion begins, the program displays the Open Document Options for the SCRIPSIT document *to* which you are converting.

- If you want the new SCRIPSIT document to have different specifications, change the Default Options.
- Continue the conversion by pressing [ENTER], or cancel by pressing [BREAK].

Whether you are converting from ASCII to SCRIPSIT or the other way around, the program displays the SCRIPSIT document when the conversion is complete.

TRSDOS FILE MANAGEMENT COMMANDS

SuperSCRIPSIT uses the TRS Disk Operating System (TRSDOS) to write documents on diskettes as files. To manage your files, you use these TRSDOS commands:

BACKUP	Copies the complete contents of one diskette to another.
COPY	Copies a file from one diskette to another or to the same diskette.
FORMAT	Prepares a diskette for use by the Model III.
KILL	Deletes a file from the diskette.
RENAME	Changes the name of a file.

There are other TRSDOS file commands besides these. For more information, refer to your *Disk System Owner's Manual.*

Backup

Command Summary

1. **From TRSDOS Ready, type [B][A][C][K][U][P] and press [ENTER].**
2. **Type the source drive number and press [ENTER].**
3. **Type the destination drive number and press [ENTER].**
4. **Type the password and press [ENTER].**

Note: If your Model III has *one* disk drive, answer both *source* and *destination* prompts with Drive Ø. TRSDOS will stop and tell you when to swap diskettes back and forth.

Backup is a TRSDOS command that you use to copy the contents of one diskette to another.

How to Back Up a Diskette

1. **From TRSDOS Ready, type [B][A][C][K][U][P] and press [ENTER].**

   This prompt appears:

   SOURCE Drive Number?

2. **Type the number of the drive that contains the diskette you want to copy *from*, and press [ENTER].**

   This prompt appears:

   DESTINATION Drive Number?

3. **Type the number of the drive that contains the diskette you want to copy *to*, and press [ENTER].**

   This prompt appears:

   SOURCE Disk Master Password?

4. **Type the password that protects the diskette and press [ENTER].**

   All Radio Shack program diskettes use [P][A][S][S][W][O][R][D] as the password.

Unless the destination diskette contains data, the backup begins.

If the Destination Diskette Already Contains Data

If the destination diskette contains data, you have two more prompts to answer.

This prompt appears first:

Diskette contains DATA. Use Disk or not?

1. **Type [Y] and press [ENTER] if you want to use the diskette anyway. To cancel the backup and return to TRSDOS Ready, type [N] and press [ENTER].**

   If you type [Y], this prompt appears:

   Do you wish to RE-FORMAT the disk?

2. **Type [Y] and press [ENTER] to reformat the destination diskette. Type [N] and press [ENTER] to copy the contents of the source diskette over the contents of the destination diskette.**

TRSDOS formats the destination diskette. The screen shows you what tracks are being formatted.

After TRSDOS formats the destination diskette, it begins the backup. It reads a few tracks at a time from the source diskette and then writes them to the destination diskette.

When TRSDOS has completed the backup, this prompt appears:

* * Backup Complete * *

The system returns to TRSDOS Ready.

Copy

Command Summary

1. **From TRSDOS Ready, type [C][O][P][Y] and then a space.**
2. **Type the file name and then a space.**
3. **Type the name of the file you want to copy to.**
4. **Press [ENTER].**

Use the TRSDOS copy command to make a copy of an existing file. You can copy a file from one diskette to another or make a copy on the same diskette. (To copy an entire diskette, see *Backup,* 89.)

How to Copy a File

1. **From TRSDOS Ready, type [C][O][P][Y] and then a space.**

2. **Type the name of the file you want to copy and then type a space.**

3. **Type the name you want to assign to the copied file.** For example:

   [C][O][P][Y][ ][C][H][A][N][D][L][E][R][ ][C][H][A][N]

If you want to copy the file onto a diskette other than the one in Drive Ø, type a colon after the name of the new file, followed by the number of the drive you want to copy to. For example:

[C][O][P][Y][ ][C][H][A][N][D][L][E][R][ ][C][H][A][N][:][1]

If you want to copy a file from one diskette to another and keep the same name, type the name of the document, a colon, the number of the source drive, a space, a colon, and the number of the destination drive. For example:

[C][O][P][Y][ ][C][H][A][N][D][L][E][R][:][Ø][ ][:][1]

4. **Press [ENTER].**

   If you are using one disk drive to copy, the system will prompt you to insert Destination diskette and Source diskette. Remember that the diskette containing the original file is the source diskette, and the diskette onto which you are copying is the destination diskette.

Format

Command Summary

1. **From TRSDOS Ready, type [F][O][R][M][A][T] and press [ENTER].**
2. **Type the drive number and press [ENTER].**
3. **Type the diskette name and press [ENTER].**
4. **Type the password and press [ENTER].**

Before you use a diskette on the Model III, you must format it. (Backup automatically formats a diskette. See *Backup,* 89.)

Use the format command to prepare a diskette for use by the Model III. You can prepare a blank diskette or erase everything from a previously used diskette. For example, if you want to use a diskette in a drive other than Drive Ø to open SuperSCRIPSIT documents, you must format the diskette first. (See *How To Open A Document,* 12.)

Remember: The diskette in Drive Ø *must* be the SuperSCRIPSIT Program Diskette.

How to Format a Diskette

1. **With a program diskette in Drive Ø and from TRSDOS Ready, type [F][O][R][M][A][T] and press [ENTER].**

   This prompt appears:

   Format Which Drive?

2. **Type the number of the drive you want to use to format the blank diskette and then press [ENTER].**

For example, if you have two disk drives, insert a blank diskette in Drive 1 and type [1]. (If you have only one disk drive, leave the program diskette in Drive Ø and type [Ø].) This prompt appears:

Diskette Name?

If you are using Drive Ø to format, remove the system diskette after the prompt appears and insert the diskette you want to format.

3. **Type a name for the diskette and press [ENTER].**

   You may use any combination of 8 letters or numerals. The first character must be a letter. For example, if the diskette will contain correspondence with XYZ company, you may want to name it XYZCOR. This prompt appears:

   Master Password?

4. **If you want to protect your diskette with a password, type the password you want to use and press [ENTER].**

   For additional information about passwords, see your *Disk System Owner's Manual*. This prompt appears:

   Analyzing Diskette

5. **If the diskette is blank, the system begins formatting.**

   If the diskette contains data, you have one more prompt to answer.

If the Diskette Contains Data

This prompt appears:

Diskette contains DATA. Use Disk or not?

- **Type [Y] and press [ENTER] to begin formatting and to erase the data on the diskette, or type [N] and press [ENTER] to cancel the format command.**
- **If you format a diskette in Drive Ø, after the formatting is complete, insert a program diskette in Drive Ø and press [ENTER].**

TRSDOS divides the diskette into tracks and sectors. When it has completed the formatting, the system returns to TRSDOS Ready. It then displays a prompt that tells you how many bad ("flawed") tracks it found.

Flawed tracks ØØ

If there are *any* flawed tracks on the diskette, you should not use it.

Kill

Command Summary

1. **From TRSDOS Ready, type [K][I][L][L].**

2. **Type a space and the name of the file.**
3. **Press [ENTER].**

To delete a file from the diskette, use the TRSDOS kill command.

How to Kill a File

1. **From TRSDOS Ready, type [K][I][L][L].**

2. **Type a space and the name of the file you want to delete.** For example:

   [K][I][L][L][ ][R][E][P][O][R][T]

   If you have two diskettes inserted in different drives, and if you have a file with the *same name* on each, specify the drive number when typing the kill command. After the file name, type a colon and then the number of the drive that contains the file that you want to delete. For example:

   [K][I][L][L][ ][R][E][P][O][R][T][:][1]

3. **Press [ENTER].**

   TRSDOS finds the file, wherever it is, and deletes it from the diskette.

Rename

Command Summary

1. **From TRSDOS Ready, type [R][E][N][A][M][E].**
2. **Type a space and the name of the file.**
3. **Type a space and the new file name.**
4. **Press [ENTER].**

Use rename to change the name of a file.

How to Rename a File

1. **From TRSDOS Ready, type [R][E][N][A][M][E].**

2. **Type a space and the name of the file you want to change.**

3. **Type a space and the new name you want to assign to the file.** For example:

   [R][E][N][A][M][E][ ][C][H][A][N][ ][C][H][A][N][D][L][E][R]

4. **Press [ENTER].**

   TRSDOS finds the file, wherever it is, and renames it.

SYSTEM SETUP OVERVIEW

This section describes how to use the System Setup utility, user keys, and user print codes.

System Setup Utility

As you type, revise, and print with SuperSCRIPSIT, various menus appear enabling you to instruct the system. Many of the fields in the menus appear with a response already selected: the default response. Of course, if you want to specify a value different from the default response, you must change it.

The System Setup utility lets you write your own defaults. That way, when you use a menu, the fields appear with the default options that you have selected.

You can change the default responses for these menus:

- Open Document Options
- Print Text Options
- Search and Replace Options

In addition to menu responses, you can tailor other system defaults to your own needs:

- Align character
- Verify deletion of blocks

User Keys

User keys are keys you program to type often-used words and phrases, to store a sequence of commands, or to move the cursor. You can program user keys from an open document, or you can use the System Setup utility to edit user keys.

User Print Codes

In addition to system print codes, such as bold, underscore, and subscript, you can specify special characters or print actions for certain keys. You can use the System Setup utility to write your own print codes.

SYSTEM SETUP UTILITY

You use the System Setup utility to write your own defaults. In all cases you follow three basic steps:

1. **Request the System Setup utility function from the Main Menu.**

2. **Select the menu whose defaults you want to write.**

3. **Write the defaults you want and press [ENTER].**

Requesting the System Setup Utility Menu

In order to write a default, you must first request the System Setup utility from the Main Menu.

1. **Make sure the Main Menu is on the screen. (Quit a document or load the program.)**

2. **Type [S] to choose the System Setup utility from the Main Menu.**

   The System Setup menu appears:

```
* * * * * * * * * * * SCRIPSIT – SYSTEM SETUP * * * * * * * * * * *

                    set up <O>pen Document options
                    set up <P>rinter options
                    set up <S>earch and Replace options
                    change <A>lign character
                    edit <U>ser key sequence
                    enter printer <C>odes
                    <V>erify deletions of text blocks

                    What is your selection?
```

3. **Type the letter (O, P, S, A, U, C, or V) representing the utility you want.**

   The menu for the utility you select appears on the screen.

4. **Press [ENTER] or [BREAK] to exit the menu of the selected utility.**

   The System Setup menu returns to the screen.

5. **Press [BREAK] to exit the System Setup menu and return to the Main Menu.**

Open Document Options

Command Summary

From the Main Menu, type [S].

From the System Setup menu, type [O].

Type the defaults you want.

Press [ENTER] to lock in your defaults.

Press [BREAK] to cancel.

Use the System Setup utility to write your own defaults for the Open Document Options.

How to Set Up the Open Document Options

When you type [O] from the System Setup menu, the Open Document Options appear on the screen. (See *OPENING A DOCUMENT*, 11.)

```
* * * * * * * * SCRIPSIT – OPEN DOCUMENT OPTIONS * * * * * * * *

                    Document name:  ----------------------
                            Author:  ----------------------------
                          Operator:  ----------------------------
                          Comments:  ----------------------------
                      Printer type:  DW2-----
                   Lines per page:  54        (4-99)
                             Pitch:  P-        (1-20 or P)
  Linespacing (to 3+, " + " = 1/2):  1-
     1st page to include header:  1--       (1-999)
     1st page to include footer:  1--       (1-999)
```

1. **Type or edit the fields to specify the defaults you want for any of the options except** Document name.

   To type defaults for the Open Document Options

   To answer the options, move the cursor to the field for the option and type your choice.

   [↑] and [↓] move the cursor from option to option. (If you type the maximum number of characters allowed for a field, the cursor will move down to the next field.)

   [→] and [←] move the cursor within the field for any one option. (You cannot move the cursor beyond the last character in a field.)

   To edit the fields

   [SHIFT][→] moves the cursor to the end of the text in the field and enables you to add to the text you have already typed.

   [SHIFT][←] moves the cursor to the beginning of the field.

   [→] and [←] position the cursor on any character that already appears in the field.

   Overstrike replaces one character with another. (Simply type the new character on top of the old one.)

   [@][D] deletes the character the cursor is on.

   [@][I] inserts text in a field. All text to the right of the cursor moves to the right of the field. (Type the text you want to insert. Hold down [@] and type [D] to close up the insert.)

   [SHIFT][CLEAR] clears all text to the right of the cursor. If the cursor is on the first character of the field, you clear the entire field.

2. **Complete your answers to the Open Document Options by pressing [BREAK] or [ENTER].**
   - Pressing [BREAK] cancels entries you have typed or edited and returns you to the System Setup menu.
   - Pressing [ENTER] locks in the text you have typed or edited in the field and returns you to the System Setup menu.

Print Text Options

Command Summary

From the Main Menu, type [S].

From the System Setup menu, type [P].

Type the defaults you want.

Press [ENTER] to lock in your defaults.

Press [BREAK] to cancel.

Use the System Setup utility to write your own defaults for the Print Text Options.

How to Set Up the Print Text Options

When you type [P] from the System Setup menu, the Print Text Options appear. (See *How to Print,* 65.)

```
* * * * * * * * * * SCRIPSIT – PRINT TEXT OPTIONS * * * * * * * * * *

                Document name:  --------------------
                    Paper size:  66        (1-99)
     Pause between pages:  Y        (Yes/No)
   Begin numbering as page:  1- - -    (1-9999)
  Method of justification:  P        (Proportional/Mono/None)
          Number of copies:  1-       (1-99)
             Display codes:  N        (Yes/No)
       Suppress widow lines:  N        (Yes/No)
  Column to start printing:  1- -     (1-132)
```

1. **Type or edit the fields to specify the defaults you want for any of the options except** Document name**.**

   To type defaults for the Print Text Options

   To answer the options, move the cursor to the field for the option and type your choice.

[↑] and [↓] move the cursor from option to option. (If you type the maximum number of characters allowed for a field, the cursor will move down to the next field.)

[→] and [←] move the cursor within the field for any one option. (You cannot move the cursor beyond the last character in a field.)

To edit the fields

[SHIFT][→] moves the cursor to the end of the text in the field and enables you to add to the text you have already typed.

[SHIFT][←] moves the cursor to the beginning of the field.

[→] and [←] position the cursor on any character that already appears in the field.

Overstrike replaces one character with another. (Simply type the new character on top of the old one.)

[@][D] deletes the character the cursor is on.

[@][I] inserts text in a field. All text to the right of the cursor moves to the right of the field. (Type the text you want to insert. Hold down [@] and type [D] to close up the insert.)

[SHIFT][CLEAR] clears all text to the right of the cursor. If the cursor is on the first character of the field, you clear the entire field.

2. **Complete your answers to the Print Text Options by pressing [ENTER]. Or press [BREAK] to cancel your entries.**

- Pressing [ENTER] locks in the text you have typed or edited in the field and returns you to the System Setup menu.
- Pressing [BREAK] cancels entries you have typed or edited and returns you to the System Setup menu.

Search and Replace Options

Command Summary

From the Main Menu, type [S].

From the System Setup menu, type [S].

Type the defaults you want.

Press [ENTER] to lock in your defaults.

Press [BREAK] to cancel.

Use the System Setup utility to write your own defaults for all the Search and Replace Options except String to find and Replace with.

How to Set Up the Search and Replace Options

When you type [S] from the System Setup menu, the Search and Replace Options appear. (See *GLOBAL SEARCH AND REPLACE*, 59.)

```
* * * * * * * * SCRIPSIT – SEARCH & REPLACE OPTIONS * * * * * * * *

                Type of search:   F      (Find/Delete/Replace)
                 String to find:  ------------------------------
Search by word or character:      W      (Word/Character)
   Ignore upper/lower case:       Y      (Yes/No)
              Replace with:       ------------------------------
     Pause after each find:       Y      (Yes/No)
```

1. **Type or edit the fields to specify the defaults you want for any of the options except** String to find **and** Replace with.

   To type defaults for the Search and Replace Options

   To answer the options, move the cursor to the field for the option and type your choice.

   [↑] and [↓] move the cursor from option to option. (If you type the maximum number of characters allowed for a field, the cursor will move down to the next field.)

   [→] and [←] move the cursor within the field for any one option. (You cannot move the cursor beyond the last character in a field.)

   To edit the fields

   [SHIFT][→] moves the cursor to the end of the text in the field and enables you to add to the text you have already typed.

   [SHIFT][←] moves the cursor to the beginning of the field.

   [→] and [←] position the cursor on any character that already appears in the field.

   Overstrike replaces one character with another. (Simply type the new character on top of the old one.)

   [@][D] deletes the character the cursor is on.

   [@][I] inserts text in a field. All text to the right of the cursor moves to the right of the field. (Type the text you want to insert. Hold down [@] and type [D] to close up the insert.)

   [SHIFT][CLEAR] clears all text to the right of the cursor. If the cursor is on the first character of the field, you clear the entire field.

2. **Complete your answers to the Search and Replace Options by pressing [ENTER]. Or press [BREAK] to cancel your entries.**
   - Pressing [ENTER] locks in the text you have typed or edited in the field and returns you to the System Setup menu.
   - Pressing [BREAK] cancels entries you have typed or edited and returns you to the System Setup menu.

Align Character

Command Summary

From the Main Menu, type [S].

From the System Setup menu, type [A].

Type the character you want, or press [BREAK].

Use this utility to specify the character you want to use to terminate alignment at an align tab. (See *Tabbing,* 33.)

How to Change the Align Character

1. **Type [A] from the System Setup menu.**

   This prompt appears:

   Please type new align character:

2. **Type the character that you want to use to terminate alignment at an align tab: [@][A].**

   When you type your response, the program records it and returns you to the System Setup menu.

3. **If you call the field to the screen and decide not to change the align character, press [BREAK] to return to the System Setup menu.**

Verify Deletions

Command Summary

From the Main Menu, type [S].

From the System Setup menu, type [V].

Type [Y] or [N].

Use this utility to specify whether or not you want the system to request verification when you delete a block. (See *BLOCK-ACTION COMMANDS,* 50.)

How to Change the Verify Deletions Default

1. **Type [V] from the System Setup menu.**

   This prompt appears:

   Do you wish to verify deletions of text blocks (Y/N)?

2. **To request verification whenever you delete a block, type [Y].**

With [Y] as the response, the program displays this prompt whenever you use the block-action delete command:

You have asked to remove this block. Are you sure (Y or N)?

3. **If you do not want the program to request verification when you delete a block, type [N].**

When you type your response, the program records it and returns you to the System Setup menu.

USER KEYS

You can program the ten number keys. You program these keys by storing keystrokes in them. These ten programmable keys are called user keys.

1 2 3 4 5 6 7 8 9 0

User keys are helpful for storing keystroke sequences that you type often, such as words or phrases, cursor movements, and command sequences.

You use three steps:

1. Program the user key.
2. Execute the user key.
3. Edit the user key.

Programming a User Key

Command Summary

1. **From an open document, hold down [@] and type [U].**
2. **Type a number key.**
3. **Type the keystroke sequence.**
4. **Hold down [@] and type [U].**

When you program a user key, the system deletes any keystrokes that were previously stored under that key.

How to Program a User Key

1. **From an open document, hold down [@] and type [U].**

   The command turns on the user key programmer and this prompt appears:

   Store command sequence under which user key (0-9)?

2. **Type the number of the key you want to program. (Type one of the numeral keys from 0 through 9.)**

   The letters Usr appear on the right side of the status line to remind you that the user key programmer is now on.

3. **Type the sequence of keystrokes that you want to store under the user key.**

   Type any sequence of 127 keystrokes. If you exceed this number, Usr disappears from the status line to tell you that the user key programmer is turned off and will accept no more keystrokes. The user key programmer, however, stores the first 127 keystrokes.

   If you type the keystrokes to execute another user key or to loop a user key, then Usr disappears from the status line to tell you that the user key programmer is turned off and that it will accept no more keystrokes. (See *How to Loop a User Key* and *How to Chain a User Key,* 107.)

4. **Hold down [@] and type [U] to end the sequence and turn off the user key programmer.**

When you complete these steps, you have programmed the user key. When you execute the user key, it executes the sequence of keystrokes.

Executing a User Key

Command Summary

Hold down [@] and type the user key number.

After you program a user key, use it as you would any command key.

How to Execute a User Key

Hold down [@] and type the number of the user key you want to execute.

The program executes the sequence of keystrokes you have stored under the user key.

Editing a User Key

Command Summary

1. **From the Main Menu, type [S].**
2. **From the System Setup menu, type [U].**
3. **Type the number of the key you want to edit.**
4. **Edit the user key fields.**
5. **Press [ENTER] to lock in the edit, or press [BREAK] to cancel.**

Once you have programmed a user key, the program enables you to edit it. Use the System Setup utility to edit a user key.

How to Edit a User Key

1. **From the Main Menu, type [S] to choose the System Setup utility.**

   The System Setup menu appears on the screen.

```
* * * * * * * * * * * SCRIPSIT – SYSTEM SETUP * * * * * * * * * * *

                    set up <O> pen Document options
                    set up <P> rinter options
                    set up  S> earch and Replace options
                    change <A> lign character
                    edit <U> ser key sequence
                    enter printer <C> odes
                    <V> erify deletions of text blocks

                    What is your selection?
```

2. **Type [U] to select the user key editing utility from the System Setup menu.**

   The program displays this prompt:

   Which user key do you wish to edit (Ø-9)?

3. **Type the number of the user key you want to edit.**

   The program displays the user key editing screen.

```
* * * * * * * * SCRIPSIT – EDIT USER KEY SEQUENCE * * * * * * * *

                Which user key do you want to edit (Ø-9)?
```

4. Edit the fields to revise the sequence of keystrokes stored in the user key.

The program displays the keystrokes that you stored under the key in the fields. In this example, User Key 9 is programmed with a repeating message:

```
* * * * * * * * SCRIPSIT – EDIT USER KEY SEQUENCE * * * * * * * *

                Which user key do you want to edit (Ø-9)? 9

l, ,p,r,o,g,r,a,m,m,e,d, ----------------------------------------
u,s,e,r, ,k,e,y, ,9, ,t,o,----------------------------------------
 ,p,r,i,n,t, ,t,h,i,s, ,r-----------------------------------------
e,p,e,a,t,i,n,g, ,m,e,s,s----------------------------------------
a,g,e,.,en,en,W,h,e,n, ,y,o--------------------------------------
u, ,w,a,n,t, ,t,o, ,s,t,o----------------------------------------
p, ,i,t, ,f,r,o,m, ,r,e,p----------------------------------------
e,a,t,i,n,g,,, ,j,u,s,t, ----------------------------------------
p,r,e,s,s, ,B,R,E,A,K,.,en---------------------------------------
en,en,@9,--------------------------------------------------------
```

Special rules for editing the user key fields

You edit user key fields as you would any field, but there are some special considerations.

- You must follow each keystroke with a comma.

  Remember that keystrokes such as space, [ENTER], [tab], [,], [.], and so forth are unique keystrokes and must be separated from the following keystrokes by a comma. For example:

Keystroke	Code
,	,,,
(space)	, ,
.	,.,

- The program defines as one keystroke all commands that you type with [@] and a character. For example, ,@p, is the print command. (To type a [@], type [SHIFT][Ø].)
- You use special codes to define keystrokes such as the cursor movement commands and [ENTER]:

Keystroke	Code
[BREAK]	br
[ENTER]	en

[CLEAR]	cl
[SHIFT] [CLEAR]	CL
[↑]	up
[SHIFT] [↑]	UP
[↓]	do
[SHIFT] [↓]	DO
[←]	le
[SHIFT] [←]	LE
[→]	ri
[SHIFT] [→]	RI
[→] or [↓]	› (key)
with another key for example,	› 1
[←] or [↑]	‹ (key)
with another key for example,	‹ 1

To edit the user key fields

[SHIFT] [→] moves the cursor to the end of the text in the field and enables you to add to the text you have already typed.

[SHIFT] [←] moves the cursor to the beginning of the field.

[→] and [←] position the cursor on any character that already appears in the field.

Overstrike replaces one character with another. (Simply type the new character on top of the old one.)

[@] [D] deletes the character the cursor is on.

[@] [I] inserts text in a field. All text to the right of the cursor moves to the right of the field. (Type the text you want to insert. Hold down [@] and type [D] to close up the insert.)

[SHIFT] [CLEAR] clears all text to the right of the cursor. If the cursor is on the first character of the field, you clear the entire field.

5. **Press [ENTER] or [BREAK] to conclude the editing session.**
   - Pressing [ENTER] locks in the revisions you have made.
   - Pressing [BREAK] cancels any changes you have made and leaves the user key programmed as it was before you began to edit it.

Working With User Keys

Here are some ideas that will enable you to take full advantage of user keys.

How to Loop a User Key

You can program a user key to execute itself. It then loops around on itself, executing over and over again, until you press [BREAK] to break the loop.

1. **Program the user key.**

2. **Type the command to execute the user key that you are programming as the last keystroke for the user key.**

In this example, User Key 3 is a looped user key.

```
* * * * * * * * SCRIPSIT – EDIT USER KEY SEQUENCE * * * * * * * *
                Which user key do you want to edit (Ø-9)? 3
do,@3,-----------------------------------------------------------
-----------------------------------------------------------------
-----------------------------------------------------------------
-----------------------------------------------------------------
-----------------------------------------------------------------
-----------------------------------------------------------------
-----------------------------------------------------------------
-----------------------------------------------------------------
-----------------------------------------------------------------
-----------------------------------------------------------------
```

After you store this sequence in User Key 3 and execute it, the program moves the cursor down one line and then executes User Key 3, which moves the cursor down one line and executes User Key 3, which moves the cursor down one line, and so on.

The loop functions until you press [BREAK] to stop it.

How to Chain a User Key

You can program one user key to execute another. In fact, you can chain all ten user keys to execute a maximum of 1,270 keystrokes with just one command!

1. **Program a user key.**

2. **Type the command to execute another user key as the last keystroke of the sequence.**

In the following example, you program User Key 1 to execute User Key 2, and you program User Key 2 to execute User Key 3.

```
* * * * * * * *  SCRIPSIT – EDIT USER KEY SEQUENCE  * * * * * * * *

                Which user key do you want to edit (Ø-9)?  1

UP,@2,-----------------------------------------------------------
-----------------------------------------------------------------
...
```

```
* * * * * * * * *SCRIPSIT–EDIT USER KEY SEQUENCE * * * * * * * * *

                Which user key do you want to edit (Ø-9)?  2

@x,e,1,@3-------------------------------------------------------
-----------------------------------------------------------------
...
```

Some More Ideas for Using User Keys

Here are just a few of the useful sequences you can store under a user key.

- Often-used words and phrases:

  Vocabulary (e.g., "Rhododendron")
  Phrases (e.g., "party of the first part")
  Address blocks
  Signature blocks

- Often-used commands:

  Delete a word or sentence.
  Define a block and use a block-action command (e.g., Reformat, Copy, Move, Linespace, etc.).
  Prepare often-used headers or footers.

- Cursor movement commands:

  Scroll up or down through a document, one line at a time.
  Move cursor to end of current line.

USER PRINT CODES

In addition to the system print codes such as underscore, bold, subscript, you can instruct the program to print special characters (£, ç, ™, etc.) and to perform print actions such as backspace and line feed.

You can define any of the numeral keys, in both the shift and the unshift position, as a user print code.

!	"	#	$	%	&	'	(	)	@
1	2	3	4	5	6	7	8	9	ø

The System Setup utility lets you write your own print codes.

Defining a User Print Code

Command Summary

From the Main Menu, type [S].

From the System Setup menu, type [C].

For each code, specify units, sequence, and comments.

Press [ENTER] to lock in the code(s) or [BREAK] to cancel.

When you want to define a user print code, choose the System Setup utility and request the print code entering selection. The program displays the fields you use to define the print action you want for the new code.

Before You Begin

Before you can write a user print code, you must have information about your printer. This information should be included in the manual that came with your printer.

- You need to know the number of units (the width) of the character or print action you plan to define.
- You need to know the decimal code that your printer requires to print the special character or execute the print action.
- Of course, you must be sure that your printer is capable of printing the code or executing the print action.

How to Define a User Print Code

You use the System Setup utility to define print codes.

1. **From the Main Menu, type [S] to choose the System Setup utility.**

   The System Setup menu appears on the screen.

```
* * * * * * * * * * * SCRIPSIT – SYSTEM SETUP * * * * * * * * * * *

                    set up <O> pen Document options
                    set up <P> rinter options
                    set up <S> earch and Replace options
                    change <A> lign character
                    edit <U> ser key sequence
                    enter printer <C> odes
                    <V> erify deletions of text blocks

                    What is your selection?
```

2. Type [C] to enter print codes.

The first of two print code screens appears on the screen.

```
* * * * * * SCRIPSIT – EDIT PRINTER CONTROL SEQUENCE * * * * * *

Code   Units   Sequence: up to 11 codes will be counted        Comments

 Ø     Ø- -    ----------------------------------------        ----------
 1     Ø- -    ----------------------------------------        ----------
 2     Ø- -    ----------------------------------------        ----------
 3     Ø- -    ----------------------------------------        ----------
 4     Ø- -    ----------------------------------------        ----------
 5     Ø- -    ----------------------------------------        ----------
 6     Ø- -    ----------------------------------------        ----------
 7     Ø- -    ----------------------------------------        ----------
 8     Ø- -    ----------------------------------------        ----------
 9     Ø- -    ----------------------------------------        ----------

                    Press <ENTER> to edit next screen
```

3. Position the cursor in the units field for the code you want to define. You can define any of the 10 codes listed in the code column.

For example, if you want to define Ø as the English pound symbol (£), position the cursor in the units field for code Ø.

[→] moves the cursor right within the field. Each time you press [↓], the cursor moves to the beginning of the next field. If you continue to press [↓], you move the cursor through each field on the screen, all the way to the end.

[←] moves the cursor left within the field. Each time you press [↑], the cursor moves to the beginning of the previous field. If you continue to press [↑], you move the cursor through each field on the screen, all the way to the beginning.

If the first screen is displayed (Ø-9), pressing [ENTER] displays the second of the two screens (! " # $ % & ' ( ) @):

The Second Print Code Screen

```
* * * * *   SCRIPSIT – EDIT PRINTER CONTROL SEQUENCE   * * * * * *

Code   Units   Sequence: up to 11 codes will be counted        Comments

 !     Ø--     ----------------------------------------        ----------
 "     Ø--     ----------------------------------------        ----------
 #     Ø--     ----------------------------------------        ----------
 $     Ø--     ----------------------------------------        ----------
 %     Ø--     ----------------------------------------        ----------
 &     Ø--     ----------------------------------------        ----------
 '     Ø--     ----------------------------------------        ----------
 (     Ø--     ----------------------------------------        ----------
 )     Ø--     ----------------------------------------        ----------
 @     Ø--     ----------------------------------------        ----------

              Press <ENTER> to return to System Setup menu
```

4. **In the units field for the code you are defining, type the width of the character or print action you want.**

   For example, on the Daisy Wheel II, the English pound symbol is five characters wide, so you type:

   [Ø][Ø][5]

   If you type fewer than three digits, use [↓] to move the cursor to the sequence field for the code.

5. **In the sequence field, type the code to instruct your printer to print the special character or print action you want.**

   For example, if you use a Daisy Wheel II with a Madeleine print wheel, type the decimal code 163 to instruct the printer to print the English pound symbol.

   You can type up to 11 unique codes.

   If the sequence you type contains fewer digits than the length of the sequence field, use [↓] to move the cursor to the comments field for the code.

6. **Use the comments field to type a memo of the character or print action you have specified for the code.**

   For example, if you use Ø to print the English pound symbol, you might type Eng pnd as the comment.

   If you want to define another code and the comment you type contains fewer characters than the length of the comments field, use [↓] to move the cursor to the next field for the code.

7. **When you have defined the codes you want, press [ENTER] to lock in your responses or [BREAK] to cancel them.**

The program writes the print code(s) to the program diskette.

Ø Defined as a Print Code for the English Pound Symbol £

* * * * * * SCRIPSIT – EDIT PRINTER CONTROL SEQUENCE * * * * * *

Code	Units	Sequence: up to 11 codes will be counted	Comments
Ø	ØØ5	163 -	Eng pnd - - -
1	Ø- -	- - - - - - - - - - - - - - - - - - -

2. **Press [CLEAR] and type the code you have defined.**

   For example, if you have defined Ø as the English pound symbol, press [CLEAR] and type [Ø].

   If view mode is off, the program turns it on and displays ©Ø. When view mode is off, Ø appears.

When the program encounters the code, it instructs the printer to print the special character or to execute the defined print action.

Editing a User Print Code

Command Summary

From the Main Menu, type [S].

From the System Setup menu, type [C].

Position the cursor and edit the field.

Press [ENTER] to lock in the edit or press [BREAK] to cancel.

Once you have programmed a user print code, the program enables you to edit it. Use the System Setup utility to edit user print codes.

How to Edit a User Print Code

1. **From the Main Menu, type [S] to choose the System Setup utility.**

   The System Setup menu appears on the screen:

```
* * * * * * * * * * * SCRIPSIT – SYSTEM SETUP * * * * * * * * * * *

                    set up <O>pen Document options
                    set up <P>rinter options
                    set up <S>earch and Replace options
                    change <A>lign character
                    edit  U  ser key sequence
                    enter printer <C>odes
                    <V>erify deletions of text blocks

                    What is your selection?
```

2. **Type [C] to select the Enter Print or Code utility from the System Setup menu.**

   The program displays the print code editing screen:

* * * * * * SCRIPSIT – EDIT PRINTER CONTROL SEQUENCE * * * * * *			
Code	Units	Sequence: up to 11 codes will be counted	Comments
Ø	ØØ5	163	Eng pnd
1	Ø--		
2	Ø--		
3	Ø--		
4	Ø--		
5	Ø--		
6	Ø--		
7	Ø--		
8	Ø--		
9	Ø--		

3. Position the cursor in the field of the code you want to edit.

[→] moves the cursor right within the field. Each time you press [↓], the cursor moves to the beginning of the next field. If you continue to press [↓], you move the cursor through each field on the screen, all the way to the end.

[←] moves the cursor left within the field. Each time you press [↑], the cursor moves to the beginning of the previous field. If you continue to press [↑], you move the cursor through each field on the screen, all the way to the beginning.

If the first screen is displayed (Ø-9), pressing [ENTER] displays the second of the two screens (! " # $ % & ' ( ) @):

4. Edit the field.

To edit the print code fields

[SHIFT][→] moves the cursor to the end of the text in the field and enables you to add to the text you have already typed.

[SHIFT][←] moves the cursor to the beginning of the field.

[→] and [←] position the cursor on any character that already appears in the field.

Overstrike replaces one character with another. (Simply type the new character on top of the old one.)

[@][D] deletes the character the cursor is on.

[@][I] inserts text in a field. All text to the right of the cursor moves to the right of the field. (Type the text you want to insert. Hold down [@] and type [D] to close up the insert.)

[SHIFT] [CLEAR] clears all text to the right of the cursor. If the cursor is on the first character of the field, you clear the entire field.

5. **Press [ENTER] or [BREAK] to conclude the editing session.**
   - Pressing [ENTER] locks in the revisions you have made.
   - Pressing [BREAK] cancels any changes you have made and leaves the print code defined as it was before you began to edit it.

Appendix 1:

SuperSCRIPSIT AND PRINTERS: TECHNICAL INFORMATION

Using SuperSCRIPSIT With the Radio Shack Printers

SuperSCRIPSIT provides many advanced print features, such as justification, proportional spacing, superscripts and subscripts.

If your printer is a Daisy Wheel II, Line Printer VIII, Line Printer VI, or serial (RS-232) interfaced printer, you must specify this in the printer type option in the Open Document Options. (You should change the Open Document Options defaults so that your printer type is specified automatically every time you open a document. See *SYSTEM SETUP OVERVIEW,* 95.)

Notes on Radio Shack Printers

Here is some additional information for those of you who print with Radio Shack printers. (See also the chart of available features on page 5.)

Notes on Printer Types Included With the Program

The following printer types are included with version 1.0 of SuperSCRIPSIT:

DW2 for use with Daisy Wheel II, Line Printer V, and Line Printer VI.
LP8 for use with Line Printer VIII.
LP4 for use with Line Printer IV.
S for use with serial (RS-232) interfaced printers.

For DW2 proportional-space users, the DW2 printer driver includes a feature whereby it is possible to vary the minimum number of units between words. This feature is activated whenever you specify [P] as the document pitch and [D][W][2] as the printer type on the Open Document menu. The system default for this value is Ø4 units. Therefore, on a line where no filler units are inserted, the space between words will be four-sixtieths, or one-fifteenth, of an inch. You may find it more pleasing to the eye to use a larger or smaller value. To change it, enter the following command from TRSDOS Ready

[P][A][T][C][H]_[D][W][2][/][C][T][L]_[(][A][D][D][=][B][A][D][5][,][F][I][N][D]
[=][o][l][d][,][C][H][G][=][n][e][w][)]

where "old" is the old value (the first time this value will be Ø4) and "new" is the new value. Do not exceed Ø6 units.

For users of printers that do not support proportional spacing (including Line Printers III, V, and VI), you must *never* specify [P] on the Open Document menu. Most of these printers use 10 pitch. Answer this question with [1][Ø]. When printing, do not specify [P] in answer to the question justification type. You may specify [M] or [N]. Since [P] is the default response to both the

Open Document and Print Document menus, it is recommended that you change these responses under System Setup utility.

For users of Line Printer VIII, the elongated pitches, as well as 16.7 pitch supported by Line Printer VIII, are available under SuperSCRIPSIT. To use 16.7 pitch, specify [1][6] in response to Pitch at Open Document. To use elongated 16.7 (8.3) pitch, specify [8]. To use elongated 10 pitch (5 pitch), specify [5]. Elongated proportional spacing is not available.

For users of proportional space on serial printers, the serial driver included with SuperSCRIPSIT is intended as a base to modify for use with your particular printer. If you intend to use proportional spacing or special print codes with a serial printer, you will probably need to modify the driver. Use the following source listing, along with the explanation of user drivers, to guide your modifications. As supplied with SuperSCRIPSIT, the serial driver is compatible with Line Printer VIII.

Writing Your Own Printer Driver

If you have a non–Radio Shack printer, you may need to write your own printer driver. If your printer is a serial printer, you can use the TRSDOS utility SETCOM to configure the serial port.

How to Write Your Own Printer Driver

All SuperSCRIPSIT printer drivers adhere to a well-defined structure to make it easier to interface different printers to the program. All printer drivers consist of three main sections: a table containing information about character widths and linefeeds after carriage returns, a table containing "jump" instructions to up to 20 subroutines that drive the printer, and the subroutines themselves. All printer drivers begin at hex location BAD3 in the Model III RAM and must end at or before location C1D2, for a maximum total of 1792 bytes. The driver is stored on a diskette under the name used to recall it under Open Document, followed by the extension CTL. For example, the driver DW2 is accessed under Open Document as DW2 and stored on a diskette under the file name DW2/CTL. For an example of the implementation of a user driver, see the listing for the DW2 driver given below.

The Proportional Spacing Table

The first 100 bytes of the printer driver are arranged as follows:

0	Number of proportional units in one inch.
1	Average number of characters in one inch (pitch).
2–97	Unit widths of characters in ASCII order from ASCII 20H to 7FH.
98	Equals zero to suppress linefeed after carriage return.
99	Defines the number of nulls to send after a carriage return.

The Subroutine Vectors

The next 60 bytes consist of jumps to subroutines in the third section, followed by the address of the first available byte of free memory following the sub-

routines. In version 1.0, only 11 subroutines are defined. The routines are defined below, and the jumps must be in the order in which they are defined.

Specifications for Subroutines

All subroutines must handle their own errors using the system error routine defined below. All subroutines may change the contents of register A but may not alter any other register.

PRINIT: Initialize printer hardware.
Entry: Don't care.
Exit: CY set if printout aborted.

SETPCH: Initialize printer to proper pitch.
Entry: A = pitch as specified under Open Document.
If A = Ø, use proportional pitch.
Exit: CY set if printout aborted.

PRTCHR: Output one character to printer.
Entry: A = character or code to print.
Exit: CY set if printout aborted.

PRTSPC: Output unit space to printer.
Entry: BC = number of units to output.
(If in non-proportional pitch, BC must be a multiple of the unit value of a blank.)
Exit: CY set if printout aborted.

BACKSP: Backspace print head by specified number of units.
Entry: BC = number of units to backspace.
Exit: CY set if printout aborted.

TOGFEA: Toggle special print feature.
Entry: A = code for feature to toggle.
A = hyphen to toggle underscore.
A = plus sign to toggle boldfacing.
A = equals sign to toggle double-underscore.
A = slash to toggle strike-through.
Exit: CY set if printout aborted.

EXFEA: Execute special print feature (called if feature has been toggled ON).
Entry: A = code for feature to execute (see TOGFEA).
D = character just printed (needed for boldfacing only).
B = unit value of character just printed.
C = unit value of space following character (= Ø if no space).
Exit: CY set if printout aborted.

HAFFOR: Print forward half-linefeed (subscript).
Entry: Don't care.
Exit: CY set if printout aborted.

HAFREV: Print reverse half-linefeed (superscript).
Entry: Don't care.
Exit: CY set if printout aborted.

RDYTST: Test printer for ready condition.
Entry: Don't care.

Exit: CY set if printout aborted.
Z set if printer ready.

SETTBL: Initialize character width table.
Entry: A = pitch as set at Open Document.
A = Ø for proportional pitch.
Exit: Units per inch, characters per inch, and unit widths for all ASCII characters initialized.
Note: Normally, the values included with the printer driver will be correct for proportional spacing. This routine is used to modify them for monospacing. For most printers, the characters per inch will equal the pitch, and each character will have a width equal to units per inch divided by pitch.

System Support Routines for User Drivers

The following SuperSCRIPSIT routines may be called from the user driver:

PRTERR: Handle printer not ready error.
Call: BAB5H.
Entry: Don't care.
Exit: CY set if user requested abort.
Note: This routine displays the Printer not ready error message and waits for a Yes/No response to continue.

PRPAUS: Pause printout and wait for Yes/No response to continue.
Call: BAB8H.
Entry: Don't care.
Exit: CY set if user requested abort.
Note: Displays Continue (Yes/No) message and waits for response.

PRSTOP: Test for [BREAK] key pressed, and pause if so.
Call: BABBH.
Entry: Don't care.
Exit: CY set if user requested abort.
Note: Scans keyboard for [BREAK] key pressed, calls PRPAUS if so.

Changing Printers

SuperSCRIPSIT embeds all printer control codes within its documents. The specific codes are determined by the printer driver selected on the Open Document options. Merely specifying a new driver on an existing document will not automatically replace the old print codes with new ones. You must block adjust the entire document to cause the substitution. If centering or multiple format lines are used within a document, you must block adjust the paragraphs associated with each format line separately.

To assist in changing from one printer to another, user key Ø has been set up to automatically block adjust the document and change the printer codes. The following key sequence has been stored in user key Ø.

Hold down	Type
[CTRL]	[S]
[→]	[G]

	←
CTRL	E
CTRL	B
	A
→	G
CTRL	Ø

To change a document from LP8 to DW2, change printer type on Open Document Options and follow these steps:

1. **Position the cursor at the beginning of the document.**
2. **Press CTRL Ø.**
3. **When the cursor reaches the end of the document, press BREAK.**

If the document contains frozen paragraphs, an error message will be printed and the sequence will end. Move the cursor to the first character following the frozen paragraph and press CTRL Ø again.

```
                00100 ;Source Code for SuperScripsit DW2/CTL Driver
                00110 ;        (Model III Version)
                00120 ;
                00130 ;Updated 06/05/82 by Thomas D. Price, Jr.
                00140 ;
                00150 ;This modified version will support pitches other than
                00160 ;10, 12 or Proportional Spacing for the DW2. It makes
                00170 ;use of the External Program mode of the DW2 to allow
                00180 ;SuperScripsit to support pitches of 15, 20 and others.
                00190 ;
                00200 ;
                00210 ;
BABB            00220 PRSTOP  EQU     0BABBH          ;TEST FOR BREAK & PAUSE
BAB5            00230 PRTERR  EQU     0BAB5H          ; ERROR MESSAGE
00F8            00240 PRPORT  EQU     0F8H            ;MODEL III PRINTER PORT
                00250 ;
BAD3            00260         ORG     0BAD3H          ;START OF DRIVER
BAD3 3C         00270 INCSIZ  DEFB    3CH             ;# OF UNITS/INCH FOR DW2
BAD4 0D         00280 PITCH0  DEFB    0DH             ;PITCH VALUE IF NOT PS
                00290 ;
BAD5            00300 WIDTBL  EQU     $               ;CHARACTER WIDTH TABLE
BAD5 04         00310 WIDSPC  DEFB    04H             ;ASSIGNED SPACE WIDTH
BAD6 03         00320         DEFB    03H             ; !
BAD7 04         00330         DEFB    04H             ; "
BAD8 06         00340         DEFB    06H             ; #
BAD9 05         00350         DEFB    05H             ; $
BADA 07         00360         DEFB    07H             ; %
BADB 07         00370         DEFB    07H             ; &
BADC 03         00380         DEFB    03H             ; '
BADD 03         00390         DEFB    03H             ; (
BADE 03         00400         DEFB    03H             ; )
BADF 05         00410         DEFB    05H             ; *
BAE0 05         00420         DEFB    05H             ; +
BAE1 03         00430         DEFB    03H             ; ,
BAE2 04         00440         DEFB    04H             ; -
BAE3 03         00450         DEFB    03H             ; .
BAE4 04         00460         DEFB    04H             ; /
BAE5 05         00470         DEFB    05H             ; 0
BAE6 05         00480         DEFB    05H             ; 1
BAE7 05         00490         DEFB    05H             ; 2
BAE8 05         00500         DEFB    05H             ; 3
BAE9 05         00510         DEFB    05H             ; 4
BAEA 05         00520         DEFB    05H             ; 5
BAEB 05         00530         DEFB    05H             ; 6
BAEC 05         00540         DEFB    05H             ; 7
BAED 05         00550         DEFB    05H             ; 8
BAEE 05         00560         DEFB    05H             ; 9
BAEF 03         00570         DEFB    03H             ; :
BAF0 03         00580         DEFB    03H             ; ;
BAF1 05         00590         DEFB    05H             ; <
BAF2 05         00600         DEFB    05H             ; =
BAF3 05         00610         DEFB    05H             ; >
BAF4 05         00620         DEFB    05H             ; ?
BAF5 07         00630         DEFB    07H             ; @
BAF6 07         00640         DEFB    07H             ; A
BAF7 06         00650         DEFB    06H             ; B
BAF8 07         00660         DEFB    07H             ; C
BAF9 06         00670         DEFB    06H             ; D
BAFA 06         00680         DEFB    06H             ; E
BAFB 06         00690         DEFB    06H             ; F
BAFC 07         00700         DEFB    07H             ; G
BAFD 06         00710         DEFB    06H             ; H
BAFE 03         00720         DEFB    03H             ; I
BAFF 05         00730         DEFB    05H             ; J
BB00 07         00740         DEFB    07H             ; K
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BB01 06        00750          DEFB    06H              ; L
BB02 08        00760          DEFB    08H              ; M
BB03 06        00770          DEFB    06H              ; N
BB04 07        00780          DEFB    07H              ; O
BB05 06        00790          DEFB    06H              ; P
BB06 07        00800          DEFB    07H              ; Q
BB07 07        00810          DEFB    07H              ; R
BB08 05        00820          DEFB    05H              ; S
BB09 06        00830          DEFB    06H              ; T
BB0A 06        00840          DEFB    06H              ; U
BB0B 06        00850          DEFB    06H              ; V
BB0C 08        00860          DEFB    08H              ; W
BB0D 07        00870          DEFB    07H              ; X
BB0E 07        00880          DEFB    07H              ; Y
BB0F 06        00890          DEFB    06H              ; Z
BB10 03        00900          DEFB    03H              ; left bracket
BB11 04        00910          DEFB    04H              ; back slash
BB12 03        00920          DEFB    03H              ; right bracket
BB13 05        00930          DEFB    05H              ; circumflex
BB14 05        00940 USCORE   DEFB    05H              ; underscore
BB15 05        00950          DEFB    05H              ; accent grave
BB16 05        00960          DEFB    05H              ; a
BB17 05        00970          DEFB    05H              ; b
BB18 05        00980          DEFB    05H              ; c
BB19 05        00990          DEFB    05H              ; d
BB1A 05        01000          DEFB    05H              ; e
BB1B 04        01010          DEFB    04H              ; f
BB1C 05        01020          DEFB    05H              ; g
BB1D 05        01030          DEFB    05H              ; h
BB1E 03        01040          DEFB    03H              ; i
BB1F 03        01050          DEFB    03H              ; j
BB20 05        01060          DEFB    05H              ; k
BB21 03        01070          DEFB    03H              ; l
BB22 07        01080          DEFB    07H              ; m
BB23 05        01090          DEFB    05H              ; n
BB24 05        01100          DEFB    05H              ; o
BB25 05        01110          DEFB    05H              ; p
BB26 05        01120          DEFB    05H              ; q
BB27 04        01130          DEFB    04H              ; r
BB28 04        01140          DEFB    04H              ; s
BB29 04        01150          DEFB    04H              ; t
BB2A 05        01160          DEFB    05H              ; u
BB2B 05        01170          DEFB    05H              ; v
BB2C 07        01180          DEFB    07H              ; w
BB2D 05        01190          DEFB    05H              ; x
BB2E 05        01200          DEFB    05H              ; y
BB2F 05        01210          DEFB    05H              ; z
BB30 03        01220          DEFB    03H              ; left brace
BB31 03        01230          DEFB    03H              ; vertical bar
BB32 03        01240          DEFB    03H              ; right brace
BB33 05        01250          DEFB    05H              ; tilde
BB34 00        01260          NOP
BB35 00        01270          NOP
BB36 00        01280          NOP
BB37 C376BB    01290          JP      PRINIT           ; CHECK FOR PRINTER READY
BB3A C37DBB    01300          JP      SETPCH           ; SET DW2 MODE
BB3D C39BBB    01310          JP      PRTCHR           ; SEND CHAR TO DW2
BB40 C3BFBB    01320          JP      PRTSPC           ; DO INCREMENTAL SPC ADV
BB43 C30DBC    01330          JP      BACKSP           ; DO BACKSPACE FOR PS
BB46 C342BC    01340          JP      TOGFEA           ; CLEAR A REG AND RETURN
BB49 C344BC    01350          JP      EXFEA            ; SPECIAL PRINT FUNCTIONS
BB4C C3CBBC    01360          JP      HAFFOR           ; FORWARD HALF LINE FEED
BB4F C3D7BC    01370          JP      HAFREV           ; REVERSE HALF LINE FEED
BB52 C3E3BC    01380          JP      RDYTST           ; CHECK PRINTER & RETURN
BB55 C3EFBC    01390          JP      SETTBL           ; SET UP CHAR WIDTH TABLE
               01400 ;
```

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001B            01410          DEFS    1BH              ; RESERVE 27 BYTES
                01420 ;
BB73 35BF       01430          DEFW    0BF35H           ;NEXT AVAIL ADDRESS
                01440 ;
                01450 ;
BB75 00         01460 MODSTO   NOP                      ; CURRENT DW2 MODE
                01470 ;
BB76 CDE3BC     01480 PRINIT   CALL    RDYTST           ; CHECK FOR PRINTER READY
BB79 C8         01490          RET     Z                ; RETURN IF OK OR
BB7A C3B5BA     01500          JP      PRTERR           ;       PRINT ERROR MSG
                01510 ;
BB7D            01520 SETPCH   EQU     $                ; SET DW2 MODE
BB7D C5         01530          PUSH    BC               ; SAVE REGISTERS
BB7E CDF0BD     01540          CALL    MODCHK           ; CHK FOR NON-STD PITCH
BB81 0611       01550          LD      B,11H            ; PS MODE COMMAND
BB83 B7         01560          OR      A                ; PS MODE REQUESTED?
BB84 2808       01570          JR      Z,SETMOD         ; YES, SET UP DW2
BB86 060E       01580          LD      B,0EH            ; 12 PITCH MODE COMMAND
BB88 FE0C       01590          CP      0CH              ; 12 PITCH REQUESTED?
BB8A 2802       01600          JR      Z,SETMOD         ; YES, SET IT UP
BB8C 060F       01610          LD      B,0FH            ; 10 PITCH DEFAULT MODE
BB8E            01620 SETMOD   EQU     $                ; DW2 MODE SETTER
BB8E 3E1B       01630          LD      A,1BH            ; ESC CHARACTER
BB90 CD9BBB     01640          CALL    PRTCHR           ; SEND IT TO DW2
BB93 3804       01650          JR      C,ABORT0         ; NOT ACCEPTED, QUIT
BB95 78         01660          LD      A,B              ; GET MODE COMMAND
BB96 CD04BE     01670          CALL    NEWSET           ; SET STD OR EXT MODE
BB99 C1         01680 ABORT0   POP     BC               ; RESTORE REGISTERS
BB9A C9         01690          RET                      ; DONE-BACK TO SCRIPSIT
                01700 ;
BB9B            01710 PRTCHR   EQU     $                ; PRINTING ROUTINE
BB9B CDBBBA     01720          CALL    PRSTOP           ; OK TO PROCEED?
BB9E D8         01730          RET     C                ; NO, ABORT AND QUIT
BB9F D5         01740          PUSH    DE               ; SAVE REGISTERS
BBA0 FE20       01750          CP      20H              ; IS THE CHAR A SPACE?
BBA2 2015       01760          JR      NZ,PRINT         ; NO, GO DIRECT TO PRINT
BBA4 57         01770          LD      D,A              ; XFER 20H TO D REGISTER
BBA5 3A75BB     01780          LD      A,(MODSTO)       ; FETCH PITCH MODE VALUE
BBA8 B7         01790          OR      A                ; IS IT PS MODE?
BBA9 7A         01800          LD      A,D              ; PUT 20H BACK INTO A
BBAA 200D       01810          JR      NZ,PRINT         ; NOT PS, SO PRINT IT
BBAC C5         01820          PUSH    BC               ; IT'S PS, SO SAVE REGS
BBAD 3AD5BA     01830          LD      A,(WIDSPC)       ; GET PS SPACE WIDTH
BBB0 4F         01840          LD      C,A              ;       AND XFER TO C
BBB1 0600       01850          LD      B,00H            ; SET MSB TO ZERO
BBB3 CDBFBB     01860          CALL    PRTSPC           ; DO REQUIRED SPACE ADV
BBB6 C1         01870          POP     BC               ; RESTORE REGISTERS
BBB7 1804       01880          JR      PRDONE           ; DONE WITH SPACING
                01890 ;
BBB9 CD25BE     01900 PRINT    CALL    NEWPRT           ; PROCESS & PRINT CHAR
BBBC AF         01910          XOR     A                ; CLEAR CHARACTER
BBBD D1         01920 PRDONE   POP     DE               ; RESTORE REGISTERS
BBBE C9         01930          RET                      ; PRINT COMPLETE
                01940 ;
BBBF            01950 PRTSPC   EQU     $                ; INCREMENTAL SPACE ADV
BBBF C5         01960          PUSH    BC               ; SAVE
BBC0 E5         01970          PUSH    HL               ;       THE
BBC1 D5         01980          PUSH    DE               ;               REGISTER S
BBC2 60         01990          LD      H,B              ; XFER WIDTH VALUE
BBC3 69         02000          LD      L,C              ;       TO HL
BBC4 3AD5BA     02010          LD      A,(WIDSPC)       ; FETCH PS SPACE WIDTH
BBC7 4F         02020          LD      C,A              ;       AND PUT IT
BBC8 0600       02030          LD      B,00H            ;               INTO BC
BBCA 7C         02040 LOOP0    LD      A,H              ; MSB OF WIDTH (00H)
BBCB B5         02050          OR      L                ; A NOW HOLDS WIDTH VALUE
BBCC 283B       02060          JR      Z,SPDONE         ; NO WIDTH LEFT, SO QUIT
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BBCE ED42      02070          SBC     HL,BC            ; CHAR WIDTH - SPC WIDTH
BBD0 3006      02080          JR      NC,JUMP0         ; CHAR WIDTH >= SPC WIDTH
BBD2 09        02090          ADD     HL,BC            ; CHAR WIDTH BACK TO HL
BBD3 55        02100          LD      D,L              ;       & XFER IT TO D
BBD4 2E00      02110          LD      L,00H            ; CLEAR L
BBD6 180B      02120          JR      SPCINC           ; DO INCREMENTAL SPACE
BBD8 3A75BB    02130 JUMP0    LD      A,(MODSTO)       ; FETCH MODE VALUE
BBDB B7        02140          OR      A                ; IS IT PS MODE?
BBDC 51        02150          LD      D,C              ; SPC WIDTH TO D
BBDD 2804      02160          JR      Z,SPCINC         ; DO A PS SPACE
BBDF 3E20      02170          LD      A,20H            ; NOT PS, DO A NORMAL SPC
BBE1 1821      02180          JR      JUMP1            ;       RIGHT NOW
BBE3           02190 SPCINC   EQU     $                ; SPACING ROUTINE
BBE3 3E06      02200          LD      A,06H            ;MAX # OF INCREMENTS
BBE5 BA        02210          CP      D                ;IS D GREATER THAN 6
BBE6 3014      02220          JR      NC,INC0          ;NO, DO FINAL ADVANCE
BBE8 3E1B      02230          LD      A,1BH            ;ESC CODE
BBEA CD9BBB    02240          CALL    PRTCHR           ;SEND IT
BBED 381A      02250          JR      C,SPDONE         ;ABORT IF NO GO
BBEF 3E06      02260          LD      A,06H            ;MAX ADVANCE
BBF1 CD9BBB    02270          CALL    PRTCHR           ;SEND IT
BBF4 3813      02280          JR      C,SPDONE         ;ABORT ON ERROR
BBF6 7A        02290          LD      A,D              ;RE-FETCH # OF INCREMENTS
BBF7 D606      02300          SUB     06H              ;SUBTRACT 6
BBF9 57        02310          LD      D,A              ;PUT RESULT IN D
BBFA 18E7      02320          JR      SPCINC           ;RE-CYCLE
BBFC 3E1B      02330 INC0     LD      A,1BH            ; ESC CHAR
BBFE CD9BBB    02340          CALL    PRTCHR           ; SEND IT TO DW2
BC01 3806      02350          JR      C,SPDONE         ; ABORTED
BC03 7A        02360          LD      A,D              ; GET THE INCREMENT VALUE
BC04 CD9BBB    02370 JUMP1    CALL    PRTCHR           ;       AND SEND IT OUT
BC07 30C1      02380          JR      NC,LOOP0         ; CHECK FOR ANY MORE
BC09 D1        02390 SPDONE   POP     DE               ; RESTORE
BC0A E1        02400          POP     HL               ;       THE
BC0B C1        02410          POP     BC               ;               REGISTER S
BC0C C9        02420          RET                      ; DONE WITH SPACING
               02430 ;
BC0D           02440 BACKSP   EQU     $                ; BACKSPACING ROUTINE
BC0D C5        02450          PUSH    BC               ; SAVE
BC0E E5        02460          PUSH    HL               ;       THE
BC0F D5        02470          PUSH    DE               ;               REGISTER S
BC10 60        02480          LD      H,B              ; XFER PREVIOUS CHAR
BC11 69        02490          LD      L,C              ;       WIDTH TO HL
BC12 3A75BB    02500          LD      A,(MODSTO)       ; FETCH MODE VALUE
BC15 B7        02510          OR      A                ; IS IT PS MODE?
BC16 0E05      02520          LD      C,05H            ; DW2 PS BS WIDTH
BC18 2806      02530          JR      Z,LOOP1          ; IT'S PS, SO GO
BC1A 3AD5BA    02540          LD      A,(WIDSPC)       ; NOT PS, USE THIS VALUE
BC1D 4F        02550          LD      C,A              ;       AND PUT IT
BC1E 0600      02560          LD      B,00H            ;               INTO BC
BC20 B7        02570 LOOP1    OR      A                ; RESET CARRY FLAG
BC21 ED42      02580          SBC     HL,BC            ; PREV WIDTH-SPC WIDTH
BC23 3809      02590          JR      C,JUMP2          ; PREV WIDTH<SPC WIDTH
BC25 3E08      02600          LD      A,08H            ; BACKSPACE CODE
BC27 CD9BBB    02610          CALL    PRTCHR           ; DO A BACKSPACE
BC2A 3812      02620          JR      C,BSDONE         ; DIDN'T WORK, ABORT
BC2C 18F2      02630          JR      LOOP1            ; DO AGAIN IF NEEDED
BC2E 7D        02640 JUMP2    LD      A,L              ; GET REMAINING DIFFERENCE
BC2F 81        02650          ADD     A,C              ; ADD TO SPC WIDTH
BC30 B7        02660          OR      A                ; CHECK FOR ZERO
BC31 280B      02670          JR      Z,BSDONE         ; NO MORE TO BE DONE
BC33 00        02680          NOP
BC34 CD33BD    02690          CALL    CALC1            ; CALCULATE AND DO INCR
BC37 3805      02700          JR      C,BSDONE         ; ABORT
BC39 3E08      02710          LD      A,08H            ; BACKSPACE CHARACTER
BC3B CD9BBB    02720          CALL    PRTCHR           ; DO A BACKSPACE
```

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BC3E D1        02730 BSDONE  POP    DE              ; RESTORE
BC3F E1        02740         POP    HL              ;       THE
BC40 C1        02750         POP    BC              ;                 REGISTER
BC41 C9        02760         RET                    ; DONE WITH BACKSPACING
               02770 ;
BC42 AF        02780 TOGFEA  XOR    A               ; CLEAR ACCUMULATOR
BC43 C9        02790         RET                    ; DONE
               02800 ;
BC44           02810 EXFEA   EQU    $               ; SPECIAL PRINT FUNCTIONS
BC44 C3C1BD    02820         JP     HICHK           ; CHECK FOR HIGH CHARS
BC47 FE2B      02830 RESUME  CP     2BH             ; BOLD PRINT (+) ?
BC49 2008      02840         JR     NZ,JUMP3        ; NO, SKIP OVER
BC4B 7A        02850         LD     A,D             ; GET CHAR
BC4C FE20      02860         CP     20H             ; IS IT A SPACE?
BC4E CAA3BC    02870         JP     Z,EXIT0         ; YES, NO BOLD REQUIRED
BC51 3E2B      02880         LD     A,2BH           ; NO, SO RELOAD BOLD CMD
BC53 C5        02890 JUMP3   PUSH   BC              ; SAVE REGISTERS
BC54 68        02900         LD     L,B             ;
BC55 2600      02910         LD     H,00H           ;
BC57 44        02920         LD     B,H             ;
BC58 09        02930         ADD    HL,BC           ;
BC59 44        02940         LD     B,H             ;
BC5A 4D        02950         LD     C,L             ;
BC5B 5F        02960         LD     E,A             ; BOLD CMD TO E
BC5C CD0DBC    02970         CALL   BACKSP          ; DO A BACKSPACE
BC5F 7B        02980         LD     A,E             ; BOLD CMD BACK TO A
BC60 C1        02990         POP    BC              ; RESTORE REGISTERS
BC61 3840      03000         JR     C,EXIT0         ; ABORTED
BC63 1E5F      03010         LD     E,5FH           ; UNDERLINE CHARACTER
BC65 FE2D      03020         CP     2DH             ; IS UNDERLINE ON?
BC67 2837      03030         JR     Z,JUMP4         ; YES, DO IT
BC69 1EDF      03040         LD     E,0DFH          ; DOUBLE UNDERLINE CHAR
BC6B FE3D      03050         CP     3DH             ; IS DOUBLE UNDERLINE ON?
BC6D 2831      03060         JR     Z,JUMP4         ; YES, DO IT
BC6F FE2F      03070         CP     2FH             ; IS STRIKE-THROUGH ON?
BC71 281C      03080         JR     Z,JUMP5         ; YES, DO IT
BC73 2E03      03090         LD     L,03H           ; # OF BOLD STRIKES - 1
BC75 61        03100         LD     H,C             ;
BC76 48        03110         LD     C,B             ;
BC77 0600      03120         LD     B,00H           ;
BC79 7A        03130 LOOP2   LD     A,D             ; FETCH CHARACTER
BC7A CD9BBB    03140         CALL   PRTCHR          ;       AND PRINT IT
BC7D 3824      03150         JR     C,EXIT0         ; ABORT
BC7F 2D        03160         DEC    L               ; DECREMENT COUNT
BC80 2807      03170         JR     Z,JUMP6         ; DONE WITH BOLD
BC82 CD0DBC    03180         CALL   BACKSP          ; DO A BACKSPACE
BC85 381C      03190         JR     C,EXIT0         ; ABORT
BC87 18F0      03200         JR     LOOP2           ;       OR REPEAT
BC89 4C        03210 JUMP6   LD     C,H             ;
BC8A CDBFBB    03220         CALL   PRTSPC          ; INCREMENTAL SPACE
BC8D 1814      03230         JR     EXIT0           ; DONE
BC8F CDD7BC    03240 JUMP5   CALL   HAFREV          ; DO A REVERSE 1/2 LF
BC92 380F      03250         JR     C,EXIT0         ; ABORT
BC94 1E5F      03260         LD     E,5FH           ; UNDERSCORE CHARACTER
BC96 CDA7BC    03270         CALL   UNDERL          ; DO STRIKE-THROUGH
BC99 3808      03280         JR     C,EXIT0         ; ABORT
BC9B CDCBBC    03290         CALL   HAFFOR          ; ROLL PLATEN FORWARD
BC9E 1803      03300         JR     EXIT0           ; DONE OR ABORTED
BCA0 CDA7BC    03310 JUMP4   CALL   UNDERL          ; DO UNDERLINE
BCA3 D1        03320 EXIT0   POP    DE              ; RESTORE
BCA4 C1        03330         POP    BC              ;       THE
BCA5 E1        03340         POP    HL              ;                 REGISTER
BCA6 C9        03350         RET                    ; DONE
               03360 ;
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BCA7            03370 UNDERL  EQU     $                 ; UNDERLINING ROUTINE
BCA7 68         03380         LD      L,B               ;
BCA8 2600       03390         LD      H,00H             ;
BCAA 44         03400         LD      B,H               ;
BCAB 09         03410         ADD     HL,BC             ;
BCAC 7C         03420         LD      A,H               ;
BCAD B5         03430         OR      L                 ;
BCAE C8         03440         RET     Z                 ;
BCAF 3A14BB     03450         LD      A,(USCORE)        ; U/L CHARACTER WIDTH
BCB2 4F         03460         LD      C,A               ;       & XFER TO C
BCB3 ED42       03470 LOOP3   SBC     HL,BC             ;
BCB5 3807       03480         JR      C,JUMP7           ;
BCB7 7B         03490         LD      A,E               ;
BCB8 CD9BBB     03500         CALL    PRTCHR            ; PRINT IT
BCBB D8         03510         RET     C                 ; ABORT - NOT OK
BCBC 18F5       03520         JR      LOOP3             ; DO IT AGAIN
BCBE 09         03530 JUMP7   ADD     HL,BC             ;
BCBF 79         03540         LD      A,C               ;
BCC0 95         03550         SUB     L                 ;
BCC1 4F         03560         LD      C,A               ;
BCC2 CD0DBC     03570         CALL    BACKSP            ; DO A BACKSPACE
BCC5 D8         03580         RET     C                 ; ABORTED
BCC6 7B         03590         LD      A,E               ; PRINT THE UNDERLINE
BCC7 CD9BBB     03600         CALL    PRTCHR            ;       AND
BCCA C9         03610         RET                       ;           WE'RE DONE
                03620 ;
BCCB            03630 HAFFOR  EQU     $                 ; FORWARD 1/2 LINE FEED
BCCB 3E1B       03640         LD      A,1BH             ; ESC CHARACTER
BCCD CD9BBB     03650         CALL    PRTCHR            ; SEND IT TO DW2
BCD0 D8         03660         RET     C                 ; ABORT AND QUIT
BCD1 3E1C       03670         LD      A,1CH             ; FWD 1/2 LF CODE
BCD3 CD9BBB     03680         CALL    PRTCHR            ; DO IT
BCD6 C9         03690         RET                       ; DONE
                03700 ;
BCD7            03710 HAFREV  EQU     $                 ; REVERSE 1/2 LINE FEED
BCD7 3E1B       03720         LD      A,1BH             ; ESC CHARACTER
BCD9 CD9BBB     03730         CALL    PRTCHR            ; SEND IT OUT
BCDC D8         03740         RET     C                 ; ABORT AND QUIT
BCDD 3E1E       03750         LD      A,1EH             ; REV 1/2 LF CODE
BCDF CD9BBB     03760         CALL    PRTCHR            ; DO IT
BCE2 C9         03770         RET                       ; DONE
                03780 ;
BCE3            03790 RDYTST  EQU     $                 ; PRINTER CHECK
BCE3 C5         03800         PUSH    BC                ; SAVE REGISTERS
BCE4 47         03810         LD      B,A               ; SAVE CHARACTER
BCE5 DBF8       03820         IN      A,(0F8H)          ; GET PRINTER STATUS
BCE7 00         03830         NOP                       ; (USED FOR MODEL I ONLY)
BCE8 E6F0       03840         AND     0F0H              ; STRIP OFF LOWER NYBBLE
BCEA FE30       03850         CP      30H               ; IS PRINTER READY?
BCEC 78         03860         LD      A,B               ; RESTORE CHARACTER
BCED C1         03870         POP     BC                ; RESTORE REGISTER
BCEE C9         03880         RET                       ; BACK TO CALLING POINT
                03890 ;
BCEF            03900 SETTBL  EQU     $                 ; SET UP WIDTH TABLE
BCEF B7         03910         OR      A                 ; IS PS MODE REQUESTED?
BCF0 C8         03920         RET     Z                 ; YES, TABLE IS OK AS IS
BCF1 32D4BA     03930         LD      (PITCH0),A        ; STORE MODE VALUE HERE
BCF4 E5         03940         PUSH    HL                ; SAVE
BCF5 C5         03950         PUSH    BC                ;       THE
BCF6 D5         03960         PUSH    DE                ;                 REGISTER S
BCF7 47         03970         LD      B,A               ; XFER MODE VALUE TO B
BCF8 3AD3BA     03980         LD      A,(INCSIZ)        ; GET UNITS/INCH VALUE
BCFB 6F         03990         LD      L,A               ;       AND XFER IT TO L
BCFC 2600       04000         LD      H,00H             ; CLEAR MSB
BCFE CD13BD     04010         CALL    CALC0             ; CALCULATE UNITS/CHAR
BD01 7D         04020         LD      A,L               ; WIDTH GOES TO A
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BD02 21D5BA   04030          LD      HL,WIDSPC        ; POINT TO WIDTH TABLE
BD05 77       04040          LD      (HL),A           ; INSERT CALCULATED VALUE
BD06 54       04050          LD      D,H              ; XFER TABLE START
BD07 5D       04060          LD      E,L              ;       TO DE
BD08 13       04070          INC     DE               ; POINT TO START + 1
BD09 015F00   04080          LD      BC,005FH         ; 95 COUNT
BD0C EDB0     04090          LDIR                     ; FILL TBL WITH STD VALUE
BD0E D1       04100          POP     DE               ; RESTORE
BD0F C1       04110          POP     BC               ;       THE
BD10 E1       04120          POP     HL               ;               REGISTER S
BD11 AF       04130          XOR     A                ; CLEAR ACCUMULATOR
BD12 C9       04140          RET                      ; DONE
              04150 ;
BD13          04160 CALC0    EQU     $                ; DIVIDE ROUTINE
BD13 D5       04170          PUSH    DE               ; SAVE THE
BD14 C5       04180          PUSH    BC               ;       REGISTERS
BD15 50       04190          LD      D,B              ;
BD16 78       04200          LD      A,B              ;
BD17 B7       04210          OR      A                ;
BD18 2814     04220          JR      Z,JUMP8          ;
BD1A 0610     04230          LD      B,10H            ; 16 COUNT
BD1C AF       04240          XOR     A                ;
BD1D 29       04250 LOOP4    ADD     HL,HL            ;
BD1E 17       04260          RLA                      ;
BD1F 3803     04270          JR      C,JUMP9          ;
BD21 BA       04280          CP      D                ;
BD22 3802     04290          JR      C,JUMP10         ;
BD24 92       04300 JUMP9    SUB     D                ;
BD25 2C       04310          INC     L                ;
BD26 10F5     04320 JUMP10   DJNZ    LOOP4            ;
BD28 47       04330          LD      B,A              ;
BD29 AF       04340          XOR     A                ;
BD2A 78       04350          LD      A,B              ;
BD2B C1       04360 EXIT1    POP     BC               ; RESTORE REGISTERS
BD2C D1       04370          POP     DE               ;
BD2D C9       04380          RET                      ; BACK WITH VALUE IN L
BD2E 3E01     04390 JUMP8    LD      A,01H            ;
BD30 B7       04400          OR      A                ;
BD31 18F8     04410          JR      EXIT1            ; GO TO EXIT
              04420 ;
BD33          04430 CALC1    EQU     $                ; CALCULATE SPACE INC
BD33 57       04440          LD      D,A              ; PUT AMOUNT IN D
BD34 79       04450          LD      A,C              ; GET SPACE WIDTH
BD35 92       04460          SUB     D                ; GET DIFFERENCE
BD36 4F       04470          LD      C,A              ;    & PUT IT IN C
BD37 C3BFBB   04480          JP      PRTSPC           ; DO THE INCREMENTAL SPC
BD3A 00       04490          NOP
BD3B 00       04500          NOP
BD3C 00       04510          NOP
BD3D 00       04520          NOP
BD3E 00       04530          NOP
BD3F 00       04540          NOP
BD40 80       04550 HITBL    DEFB    80H              ; GRAVE a
BD41 05       04560          DEFB    05H
BD42 9C       04570          DEFB    9CH              ; c - cedilla
BD43 05       04580          DEFB    05H
BD44 A3       04590          DEFB    0A3H             ; ENGLISH POUND
BD45 05       04600          DEFB    05H
BD46 A5       04610          DEFB    0A5H             ; MU
BD47 05       04620          DEFB    05H
BD48 A6       04630          DEFB    0A6H             ; DEGREE
BD49 04       04640          DEFB    04H
BD4A A7       04650          DEFB    0A7H             ; ACUTE
BD4B 05       04660          DEFB    05H
BD4C A8       04670          DEFB    0A8H             ; DAGGER
BD4D 05       04680          DEFB    05H
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BD4E A9        04690          DEFB    0A9H            ; TM
BD4F 05        04700          DEFB    05H
BD50 AA        04710          DEFB    0AAH            ; (R)
BD51 06        04720          DEFB    06H
BD52 AB        04730          DEFB    0ABH            ; (C)
BD53 06        04740          DEFB    06H
BD54 AC        04750          DEFB    0ACH            ; 1/4
BD55 05        04760          DEFB    05H
BD56 AD        04770          DEFB    0ADH            ; 3/4
BD57 05        04780          DEFB    05H
BD58 AE        04790          DEFB    0AEH            ; 1/2
BD59 05        04800          DEFB    05H
BD5A AF        04810          DEFB    0AFH            ; PARAGRAPH SYMBOL
BD5B 05        04820          DEFB    05H
BD5C BB        04830          DEFB    0BBH            ; ACUTE e
BD5D 05        04840          DEFB    05H
BD5E BC        04850          DEFB    0BCH            ; GRAVE u
BD5F 05        04860          DEFB    05H
BD60 BD        04870          DEFB    0BDH            ; GRAVE e
BD61 05        04880          DEFB    05H
BD62 BE        04890          DEFB    0BEH            ; DIARESIS
BD63 05        04900          DEFB    05H
BD64 BF        04910          DEFB    0BFH            ; FREQUENCY
BD65 05        04920          DEFB    05H
BD66 C0        04930          DEFB    0C0H            ; SECTION SYMBOL
BD67 05        04940          DEFB    05H
BD68 CC        04950          DEFB    0CCH            ; JAPANESE YEN
BD69 05        04960          DEFB    05H
BD6A DB        04970          DEFB    0DBH            ; DIARESIS A
BD6B 07        04980          DEFB    07H
BD6C DC        04990          DEFB    0DCH            ; DIARESIS O
BD6D 07        05000          DEFB    07H
BD6E DD        05010          DEFB    0DDH            ; DIARESIS U
BD6F 06        05020          DEFB    06H
BD70 DE        05030          DEFB    0DEH            ; CENTS SIGN
BD71 05        05040          DEFB    05H
BD72 DF        05050          DEFB    0DFH            ; DOUBLE UNDERLINE
BD73 05        05060          DEFB    05H
BD74 FB        05070          DEFB    0FBH            ; DIARESIS a
BD75 05        05080          DEFB    05H
BD76 FC        05090          DEFB    0FCH            ; DIARESIS o
BD77 05        05100          DEFB    05H
BD78 FD        05110          DEFB    0FDH            ; DIARESIS u
BD79 05        05120          DEFB    05H
BD7A FE        05130          DEFB    0FEH            ; BETA
BD7B 05        05140          DEFB    05H
BD7C FF        05150          DEFB    0FFH            ; BLANK
BD7D 00        05160          NOP
0042           05170          DEFS    42H             ; RESERVE 66 BYTES
BDC0 00        05180          NOP
BDC1           05190 HICHK    EQU     $               ; CHECK FOR HI CHARS
BDC1 E5        05200          PUSH    HL              ; SAVE
BDC2 C5        05210          PUSH    BC              ;       THE
BDC3 D5        05220          PUSH    DE              ;               REGISTER S
BDC4 CB7A      05230          BIT     7,D             ; IS IT A HIGH CHAR?
BDC6 2825      05240          JR      Z,EXIT5         ; NO, GET OUT
BDC8 F5        05250          PUSH    AF              ; SAVE
BDC9 E5        05260          PUSH    HL              ;       THE
BDCA C5        05270          PUSH    BC              ;               REGISTER S
BDCB 3A03BE    05280          LD      A,(MODFLG)      ; GET MODE VALUE
BDCE B7        05290          OR      A               ; IS IT STANDARD PS?
BDCF 2006      05300          JR      NZ,JUMP11       ; NO, GO TO HERE
BDD1 3A75BB    05310          LD      A,(MODSTO)      ; GET MODE
BDD4 B7        05320          OR      A               ; IS IT FIXED PITCH?
BDD5 2809      05330          JR      Z,JUMP12        ; NO, SEARCH FOR WIDTH
BDD7 C1        05340 JUMP11   POP     BC              ; RESTORE
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BDD8 3AD5BA   05350          LD      A,(WIDSPC)
BDDB 47       05360          LD      B,A
BDDC E1       05370          POP     HL
BDDD F1       05380          POP     AF
BDDE 180D     05390          JR      EXIT5            ; KEEP ORIGINAL VALUE
BDE0 2140BD   05400 JUMP12   LD      HL,HITBL         ; POINT TO WIDTH TABLE
BDE3 018000   05410          LD      BC,0080H         ; BYTE COUNT
BDE6 7A       05420          LD      A,D              ; LOAD CHAR
BDE7 EDB1     05430          CPIR                     ; SEARCH FOR CHAR
BDE9 C1       05440          POP     BC               ; RESTORE
BDEA 46       05450          LD      B,(HL)           ; GET FOUND WIDTH
BDEB E1       05460          POP     HL               ; RESTORE
BDEC F1       05470          POP     AF               ;       REGISTERS
BDED C347BC   05480 EXIT5    JP      RESUME           ; DONE, GO BACK
              05490 ;
BDF0          05500 MODCHK   EQU     $                ; CHK FOR NON-STD PITCH
BDF0 FE0C     05510          CP      0CH              ; IS IT 12 PITCH?
BDF2 280B     05520          JR      Z,EXIT2          ; YES, NO MORE TO BE DONE
BDF4 FE0A     05530          CP      0AH              ; IS IT 10 PITCH?
BDF6 2807     05540          JR      Z,EXIT2          ; YES, NO MORE TO BE DONE
BDF8 B7       05550          OR      A                ; IS IT PS OR NON-STD?
BDF9 3203BE   05560          LD      (MODFLG),A       ; STORE VALUE HERE
BDFC 2801     05570          JR      Z,EXIT2          ; IF PS, WE'RE DONE
BDFE AF       05580          XOR     A                ; SET A TO ZERO
BDFF 3275BB   05590 EXIT2    LD      (MODSTO),A       ; STORE DW2 MODE HERE
BE02 C9       05600          RET                      ; CHECK COMPLETED
BE03 00       05610 MODFLG   DEFB    00H              ; 0=STD PS, NZ=NON-STD
BE04          05620 NEWSET   EQU     $                ; SET STD OR EXT MODE
BE04 CD9BBB   05630          CALL    PRTCHR           ; SET MODE
BE07 D8       05640          RET     C                ; ABORT IF SO
BE08 3E1B     05650          LD      A,1BH            ; ESC CHARACTER
BE0A CD9BBB   05660          CALL    PRTCHR           ; SEND IT OUT
BE0D D8       05670          RET     C                ; ABORT
BE0E 3E19     05680          LD      A,19H            ; NORM PROGRAM MODE
BE10 CD9BBB   05690          CALL    PRTCHR           ; RESET DW2
BE13 D8       05700          RET     C                ; ABORT
BE14 3A03BE   05710          LD      A,(MODFLG)       ; GET INDICATOR
BE17 B7       05720          OR      A                ; IS IT STD PS?
BE18 C8       05730          RET     Z                ; YES, ALL DONE
BE19 3E1B     05740          LD      A,1BH            ; ESC CHARACTER
BE1B CD9BBB   05750          CALL    PRTCHR           ; SEND IT OUT
BE1E D8       05760          RET     C                ; ABORT
BE1F 3E18     05770          LD      A,18H            ; EXT PROGRAM MODE
BE21 CD9BBB   05780          CALL    PRTCHR           ; SET IT UP
BE24 C9       05790          RET                      ; ALL DONE
BE25          05800 NEWPRT   EQU     $                ; PROCESS & PRINT CHAR
BE25 5F       05810          LD      E,A              ; SAVE CHARACTER
BE26 3A03BE   05820          LD      A,(MODFLG)       ; GET REAL MODE
BE29 B7       05830          OR      A                ; IS IT NORM PS?
BE2A 7B       05840          LD      A,E              ; RELOAD CHAR
BE2B 2824     05850          JR      Z,EXIT3          ; YES, PRINT NORMALLY
BE2D FE20     05860          CP      20H              ; NEED PROCESSING?
BE2F 3820     05870          JR      C,EXIT3          ; NO, SEND IT OUT
BE31 D620     05880          SUB     20H              ; CALCULATE OFFSET
BE33 E5       05890          PUSH    HL               ; SAVE
BE34 C5       05900          PUSH    BC               ;       REGISTERS
BE35 2155BE   05910          LD      HL,EXTBL         ; POINT TO HAMMER TABLE
BE38 4F       05920          LD      C,A              ; XFER OFFSET TO C
BE39 0600     05930          LD      B,00H            ; ZERO B REGISTER
BE3B 09       05940          ADD     HL,BC            ; POINT TO HAMMER VALUE
BE3C 7B       05950          LD      A,E              ; RE-FETCH CHARACTER
BE3D D3F8     05960          OUT     (PRPORT),A       ; SEND 1ST BYTE TO DW2
BE3F 00       05970          NOP
BE40 3812     05980          JR      C,EXIT4          ; ABORT CONDITION
BE42 3AD5BA   05990          LD      A,(WIDSPC)       ; GET STD CHAR WIDTH
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BE45 B7        06000          OR      A                ; RESET CARRY FLAG
BE46 17        06010          RLA                      ; SHIFT
BE47 17        06020          RLA                      ;   WIDTH
BE48 17        06030          RLA                      ;       VALUE TO
BE49 17        06040          RLA                      ;         UPPER NIBBLE
BE4A B6        06050          OR      (HL)             ; COMBINE WITH HAMMER VAL
BE4B C1        06060          POP     BC               ; RESTORE
BE4C E1        06070          POP     HL               ;       REGISTERS
BE4D CDBBBA    06080          CALL    PRSTOP           ; TEST FOR READY
BE50 D8        06090          RET     C                ; ABORT IF NOT
BE51 D3F8      06100 EXIT3    OUT     (PRPORT),A       ; PRINT CHARACTER
BE53 00        06110          NOP
BE54 C9        06120 EXIT4    RET                      ; DONE WITH PRINTING
               06130 ;
BE55           06140 EXTBL    EQU     $                ; TABLE OF HAMMER SETS
BE55 0F        06150          DEFB    0FH              ; SP (DUMMY)
BE56 0A        06160          DEFB    0AH              ; !
BE57 0A        06170          DEFB    0AH              ; "
BE58 0E        06180          DEFB    0EH              ; #
BE59 0E        06190          DEFB    0EH              ; $
BE5A 0D        06200          DEFB    0DH              ; %
BE5B 0E        06210          DEFB    0EH              ; &
BE5C 09        06220          DEFB    09H              ; '
BE5D 0B        06230          DEFB    0BH              ; (
BE5E 0B        06240          DEFB    0BH              ; )
BE5F 0B        06250          DEFB    0BH              ; *
BE60 0A        06260          DEFB    0AH              ; +
BE61 08        06270          DEFB    08H              ; ,
BE62 08        06280          DEFB    08H              ; -
BE63 08        06290          DEFB    08H              ; .
BE64 0B        06300          DEFB    0BH              ; /
BE65 0C        06310          DEFB    0CH              ; 0
BE66 0B        06320          DEFB    0BH              ; 1
BE67 0C        06330          DEFB    0CH              ; 2
BE68 0C        06340          DEFB    0CH              ; 3
BE69 0C        06350          DEFB    0CH              ; 4
BE6A 0C        06360          DEFB    0CH              ; 5
BE6B 0D        06370          DEFB    0DH              ; 6
BE6C 0C        06380          DEFB    0CH              ; 7
BE6D 0D        06390          DEFB    0DH              ; 8
BE6E 0D        06400          DEFB    0DH              ; 9
BE6F 09        06410          DEFB    09H              ; :
BE70 0A        06420          DEFB    0AH              ; ;
BE71 0B        06430          DEFB    0BH              ; <
BE72 0B        06440          DEFB    0BH              ; =
BE73 0B        06450          DEFB    0BH              ; >
BE74 0B        06460          DEFB    0BH              ; ?
BE75 0E        06470          DEFB    0EH              ; @
BE76 0C        06480          DEFB    0CH              ; A
BE77 0E        06490          DEFB    0EH              ; B
BE78 0C        06500          DEFB    0CH              ; C
BE79 0D        06510          DEFB    0DH              ; D
BE7A 0D        06520          DEFB    0DH              ; E
BE7B 0C        06530          DEFB    0CH              ; F
BE7C 0D        06540          DEFB    0DH              ; G
BE7D 0C        06550          DEFB    0CH              ; H
BE7E 0B        06560          DEFB    0BH              ; I
BE7F 0B        06570          DEFB    0BH              ; J
BE80 0E        06580          DEFB    0EH              ; K
BE81 0B        06590          DEFB    0BH              ; L
BE82 0E        06600          DEFB    0EH              ; M
BE83 0C        06610          DEFB    0CH              ; N
BE84 0D        06620          DEFB    0DH              ; O
BE85 0D        06630          DEFB    0DH              ; P
BE86 0E        06640          DEFB    0EH              ; Q
BE87 0D        06650          DEFB    0DH              ; R
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BE88 0C        06660        DEFB    0CH          ; S
BE89 0C        06670        DEFB    0CH          ; T
BE8A 0C        06680        DEFB    0CH          ; U
BE8B 0C        06690        DEFB    0CH          ; V
BE8C 0E        06700        DEFB    0EH          ; W
BE8D 0D        06710        DEFB    0DH          ; X
BE8E 0C        06720        DEFB    0CH          ; Y
BE8F 0C        06730        DEFB    0CH          ; Z
BE90 0B        06740        DEFB    0BH          ; LEFT BRACKET
BE91 0B        06750        DEFB    0BH          ; BACK SLASH
BE92 0B        06760        DEFB    0BH          ; RIGHT BRACKET
BE93 09        06770        DEFB    09H          ; CIRCUMFLEX
BE94 08        06780        DEFB    08H          ; UNDERSCORE
BE95 08        06790        DEFB    08H          ; ACCENT GRAVE
BE96 0D        06800        DEFB    0DH          ; a
BE97 0D        06810        DEFB    0DH          ; b
BE98 0C        06820        DEFB    0CH          ; c
BE99 0D        06830        DEFB    0DH          ; d
BE9A 0C        06840        DEFB    0CH          ; e
BE9B 0B        06850        DEFB    0BH          ; f
BE9C 0D        06860        DEFB    0DH          ; g
BE9D 0C        06870        DEFB    0CH          ; h
BE9E 0B        06880        DEFB    0BH          ; i
BE9F 0B        06890        DEFB    0BH          ; j
BEA0 0C        06900        DEFB    0CH          ; k
BEA1 0B        06910        DEFB    0BH          ; l
BEA2 0E        06920        DEFB    0EH          ; m
BEA3 0C        06930        DEFB    0CH          ; n
BEA4 0C        06940        DEFB    0CH          ; o
BEA5 0D        06950        DEFB    0DH          ; p
BEA6 0D        06960        DEFB    0DH          ; q
BEA7 0B        06970        DEFB    0BH          ; r
BEA8 0B        06980        DEFB    0BH          ; s
BEA9 0B        06990        DEFB    0BH          ; t
BEAA 0C        07000        DEFB    0CH          ; u
BEAB 0B        07010        DEFB    0BH          ; v
BEAC 0D        07020        DEFB    0DH          ; w
BEAD 0C        07030        DEFB    0CH          ; x
BEAE 0C        07040        DEFB    0CH          ; y
BEAF 0C        07050        DEFB    0CH          ; z
BEB0 0B        07060        DEFB    0BH          ; LEFT BRACE
BEB1 0B        07070        DEFB    0BH          ; VERTICAL BAR
BEB2 0B        07080        DEFB    0BH          ; RIGHT BRACE
BEB3 09        07090        DEFB    09H          ; TILDE
BEB4 0F        07100        DEFB    0FH          ; 7F - BLANK
BEB5 0D        07110        DEFB    0DH          ; 80 - GRAVE A
BEB6 0F        07120        DEFB    0FH          ; 81 THRU 9B ARE BLANK
BEB7 0F        07130        DEFB    0FH          ; 82
BEB8 0F        07140        DEFB    0FH          ; 83
BEB9 0F        07150        DEFB    0FH          ; 84
BEBA 0F        07160        DEFB    0FH          ; 85
BEBB 0F        07170        DEFB    0FH          ; 86
BEBC 0F        07180        DEFB    0FH          ; 87
BEBD 0F        07190        DEFB    0FH          ; 88
BEBE 0F        07200        DEFB    0FH          ; 89
BEBF 0F        07210        DEFB    0FH          ; 8A
BEC0 0F        07220        DEFB    0FH          ; 8B
BEC1 0F        07230        DEFB    0FH          ; 8C
BEC2 0F        07240        DEFB    0FH          ; 8D
BEC3 0F        07250        DEFB    0FH          ; 8E
BEC4 0F        07260        DEFB    0FH          ; 8F
BEC5 0F        07270        DEFB    0FH          ; 90
BEC6 0F        07280        DEFB    0FH          ; 91
BEC7 0F        07290        DEFB    0FH          ; 92
BEC8 0F        07300        DEFB    0FH          ; 93
BEC9 0F        07310        DEFB    0FH          ; 94
```

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BECA 0F        07320        DEFB    0FH          ; 95
BECB 0F        07330        DEFB    0FH          ; 96
BECC 0F        07340        DEFB    0FH          ; 97
BECD 0F        07350        DEFB    0FH          ; 98
BECE 0F        07360        DEFB    0FH          ; 99
BECF 0F        07370        DEFB    0FH          ; 9A
BED0 0F        07380        DEFB    0FH          ; 9B
BED1 0C        07390        DEFB    0CH          ; 9C - c cedilla
BED2 0F        07400        DEFB    0FH          ; 9D THRU A2 ARE BLANK
BED3 0F        07410        DEFB    0FH          ; 9E
BED4 0F        07420        DEFB    0FH          ; 9F
BED5 0F        07430        DEFB    0FH          ; A0
BED6 0F        07440        DEFB    0FH          ; A1
BED7 0F        07450        DEFB    0FH          ; A2
BED8 0D        07460        DEFB    0DH          ; A3 - ENGLISH POUND
BED9 0F        07470        DEFB    0FH          ; A4 - BLANK
BEDA 0D        07480        DEFB    0DH          ; A5 - MU
BEDB 0A        07490        DEFB    0AH          ; DEGREE
BEDC 08        07500        DEFB    08H          ; ACUTE
BEDD 0C        07510        DEFB    0CH          ; DAGGER
BEDE 0C        07520        DEFB    0CH          ; TM
BEDF 0D        07530        DEFB    0DH          ; AA - (R)
BEE0 0D        07540        DEFB    0DH          ; AB - (C)
BEE1 0D        07550        DEFB    0DH          ; AC - 1/4
BEE2 0D        07560        DEFB    0DH          ; AD - 3/4
BEE3 0D        07570        DEFB    0DH          ; AE - 1/2
BEE4 0E        07580        DEFB    0EH          ; AF - PARA SYMBOL
BEE5 0F        07590        DEFB    0FH          ; B0 THRU BA ARE BLANK
BEE6 0F        07600        DEFB    0FH          ; B1
BEE7 0F        07610        DEFB    0FH          ; B2
BEE8 0F        07620        DEFB    0FH          ; B3
BEE9 0F        07630        DEFB    0FH          ; B4
BEEA 0F        07640        DEFB    0FH          ; B5
BEEB 0F        07650        DEFB    0FH          ; B6
BEEC 0F        07660        DEFB    0FH          ; B7
BEED 0F        07670        DEFB    0FH          ; B8
BEEE 0F        07680        DEFB    0FH          ; B9
BEEF 0F        07690        DEFB    0FH          ; BA
BEF0 0D        07700        DEFB    0DH          ; BB - ACUTE e
BEF1 0C        07710        DEFB    0CH          ; BC - GRAVE u
BEF2 0D        07720        DEFB    0DH          ; BD - GRAVE e
BEF3 08        07730        DEFB    08H          ; BE - DIARESIS
BEF4 0C        07740        DEFB    0CH          ; BF - FREQUENCY SIGN
BEF5 0D        07750        DEFB    0DH          ; C0 - SECTION SYMBOL
BEF6 0F        07760        DEFB    0FH          ; C1 THRU CB ARE BLANK
BEF7 0F        07770        DEFB    0FH          ; C2
BEF8 0F        07780        DEFB    0FH          ; C3
BEF9 0F        07790        DEFB    0FH          ; C4
BEFA 0F        07800        DEFB    0FH          ; C5
BEFB 0F        07810        DEFB    0FH          ; C6
BEFC 0F        07820        DEFB    0FH          ; C7
BEFD 0F        07830        DEFB    0FH          ; C8
BEFE 0F        07840        DEFB    0FH          ; C9
BEFF 0F        07850        DEFB    0FH          ; CA
BF00 0F        07860        DEFB    0FH          ; CB
BF01 0D        07870        DEFB    0DH          ; CC - JAPANESE YEN
BF02 0F        07880        DEFB    0FH          ; CD THRU DA ARE BLANK
BF03 0F        07890        DEFB    0FH          ; CE
BF04 0F        07900        DEFB    0FH          ; CF
BF05 0F        07910        DEFB    0FH          ; D0
BF06 0F        07920        DEFB    0FH          ; D1
BF07 0F        07930        DEFB    0FH          ; D2
BF08 0F        07940        DEFB    0FH          ; D3
BF09 0F        07950        DEFB    0FH          ; D4
BF0A 0F        07960        DEFB    0FH          ; D5
BF0B 0F        07970        DEFB    0FH          ; D6
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BF0C 0F        07980          DEFB    0FH                ; D7
BF0D 0F        07990          DEFB    0FH                ; D8
BF0E 0F        08000          DEFB    0FH                ; D9
BF0F 0F        08010          DEFB    0FH                ; DA
BF10 0D        08020          DEFB    0DH                ; DB - DIARESIS A
BF11 0E        08030          DEFB    0EH                ; DC - DIARESIS O
BF12 0D        08040          DEFB    0DH                ; DD - DIARESIS U
BF13 0C        08050          DEFB    0CH                ; DE - CENTS SIGN
BF14 0C        08060          DEFB    0CH                ; DF - DOUBLE UNDERLINE
BF15 0F        08070          DEFB    0FH                ; E0 THRU FA ARE BLANK
BF16 0F        08080          DEFB    0FH                ; E1
BF17 0F        08090          DEFB    0FH                ; E2
BF18 0F        08100          DEFB    0FH                ; E3
BF19 0F        08110          DEFB    0FH                ; E4
BF1A 0F        08120          DEFB    0FH                ; E5
BF1B 0F        08130          DEFB    0FH                ; E6
BF1C 0F        08140          DEFB    0FH                ; E7
BF1D 0F        08150          DEFB    0FH                ; E8
BF1E 0F        08160          DEFB    0FH                ; E9
BF1F 0F        08170          DEFB    0FH                ; EA
BF20 0F        08180          DEFB    0FH                ; EB
BF21 0F        08190          DEFB    0FH                ; EC
BF22 0F        08200          DEFB    0FH                ; ED
BF23 0F        08210          DEFB    0FH                ; EE
BF24 0F        08220          DEFB    0FH                ; EF
BF25 0F        08230          DEFB    0FH                ; F0
BF26 0F        08240          DEFB    0FH                ; F1
BF27 0F        08250          DEFB    0FH                ; F2
BF28 0F        08260          DEFB    0FH                ; F3
BF29 0F        08270          DEFB    0FH                ; F4
BF2A 0F        08280          DEFB    0FH                ; F5
BF2B 0F        08290          DEFB    0FH                ; F6
BF2C 0F        08300          DEFB    0FH                ; F7
BF2D 0F        08310          DEFB    0FH                ; F8
BF2E 0F        08320          DEFB    0FH                ; F9
BF2F 0F        08330          DEFB    0FH                ; FA
BF30 0D        08340          DEFB    0DH                ; FB - DIARESIS a
BF31 0D        08350          DEFB    0DH                ; FC - DIARESIS o
BF32 0D        08360          DEFB    0DH                ; FD - DIARESIS u
BF33 0E        08370          DEFB    0EH                ; FE - BETA
BF34 0F        08380          DEFB    0FH                ; FF - BLANK
0000           08390          END
00000 TOTAL ERRORS
14968  TEXT AREA BYTES LEFT


ABORT0 BB99 01680   01650
BACKSP BC0D 02440   01330 02970 03180 03570
BSDONE BC3E 02730   02620 02670 02700
CALC0  BD13 04160   04010
CALC1  BD33 04430   02690
EXFEA  BC44 02810   01350
EXIT0  BCA3 03320   02870 03000 03150 03190 03230 03250 03280
                    03300
EXIT1  BD2B 04360   04410
EXIT2  BDFF 05590   05520 05540 05570
EXIT3  BE51 06100   05850 05870
EXIT4  BE54 06120   05980
EXIT5  BDED 05480   05240 05390
EXTBL  BE55 06140   05910
HAFFOR BCCB 03630   01360 03290
HAFREV BCD7 03710   01370 03240
HICHK  BDC1 05190   02820
HITBL  BD40 04550   05400
INC0   BBFC 02330   02220
INCSIZ BAD3 00270   03980
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JUMP0  BBD8 02130   02080
JUMP1  BC04 02370   02180
JUMP10 BD26 04320   04290
JUMP11 BDD7 05340   05300
JUMP12 BDE0 05400   05330
JUMP2  BC2E 02640   02590
JUMP3  BC53 02890   02840
JUMP4  BCA0 03310   03030 03060
JUMP5  BC8F 03240   03080
JUMP6  BC89 03210   03170
JUMP7  BCBE 03530   03480
JUMP8  BD2E 04390   04220
JUMP9  BD24 04300   04270
LOOP0  BBCA 02040   02380
LOOP1  BC20 02570   02530 02630
LOOP2  BC79 03130   03200
LOOP3  BCB3 03470   03520
LOOP4  BD1D 04250   04320
MODCHK BDF0 05500   01540
MODFLG BE03 05610   05280 05560 05710 05820
MODSTO BB75 01460   01780 02130 02500 05310 05590
NEWPRT BE25 05800   01900
NEWSET BE04 05620   01670
PITCH0 BAD4 00280   03930
PRDONE BBBD 01920   01880
PRINIT BB76 01480   01290
PRINT  BBB9 01900   01760 01810
PRPORT 00F8 00240   05960 06100
PRSTOP BABB 00220   01720 06080
PRTCHR BB9B 01710   01310 01640 02240 02270 02340 02370 02610
                    02720 03140 03500 03600 03650 03680 03730
                    03760 05630 05660 05690 05750 05780
PRTERR BAB5 00230   01500
PRTSPC BBBF 01950   01320 01860 03220 04480
RDYTST BCE3 03790   01380 01480
RESUME BC47 02830   05480
SETMOD BB8E 01620   01570 01600
SETPCH BB7D 01520   01300
SETTBL BCEF 03900   01390
SPCINC BBE3 02190   02120 02160 02320
SPDONE BC09 02390   02060 02250 02280 02350
TOGFEA BC42 02780   01340
UNDERL BCA7 03370   03270 03310
USCORE BB14 00940   03450
WIDSPC BAD5 00310   01830 02010 02540 04030 05350 05990
WIDTBL BAD5 00300
```

Appendix 2:

ERROR MESSAGES

In certain instances, SuperSCRIPSIT informs you of problems or mistakes by displaying an error message. For example, if your diskette is nearly full, the program displays this prompt: There is no more space left on the diskette

Here is a complete list of error messages and suggestions for the appropriate action you should take as a response.

System Messages and Explanations

Following is a complete list of system messages that may be displayed while operating SuperSCRIPSIT version 1.0:

There are too many forced new pages in this document. You attempted to insert more than 127 forced pages ([@] [N]).

There is no more space left on this diskette. The diskette is almost full. Quit the current document and copy it onto a new diskette, or kill some files.

A frozen paragraph cannot be altered. You attempted to edit a paragraph that has been frozen under block-action. Mark the paragraph and use block-action to unfreeze it.

There are too many characters and codes on this line. No line may contain more than 255 characters and codes combined.

Printer driver shows zero units or characters per inch. The user printer driver attempted to set characters per inch or units per inch to zero.

There are too many unique tab lines in this document. You attempted to set more than 50 different tab lines.

Press CONTROL-H to see an index of Scripsit commands. You attempted to enter a command not recognized by SuperSCRIPSIT.

A new page can be forced only at the start of a paragraph. You attempted to enter [@][N] but not immediately after a paragraph symbol.

There are too many characters in this header or footer. You attempted to create a header or footer longer than 768 characters.

WARNING: Header and footer both will not fit on page. You attempted to create header and footer text whose combined length is greater than the number of lines allotted to each page at Open Document menu.

Header or footer may contain only one page. You attempted to enter [@][N] while creating a header or footer.

Please try again with a different document name. You attempted to open a document using extension /CTL.

You have set left and right margins out of sequence. You attempted to place the right margin before the left while editing the tab line.

All words are spelled correctly. The document was proofread and no spelling errors were found.

The left or right margin is missing. One of the margins was erased while editing the tab line but was not replaced.

Please mark a block and try again. You attempted to perform a block-action command without marking the start of the block.

Please "Move" or "Copy" a block and try again. You attempted to recall ([@][R]) a block before moving or copying one onto the diskette.

Disk failure — check disk drive and diskette. A hard disk error was received while attempting to read or write to the diskette. When this error occurs, some text has probably been lost. Replace the current document with the last Backup if possible. If errors persist, have the computer checked by the repair center.

Help not available. The file HELP/CTL is not in the system and the [@][H] command was issued.

This is not a Scripsit document. You attempted to open, convert, or compress a non-SCRIPSIT document.

Do you wish to continue printing (Y or N)? The end of a page was encountered with Pause Between Pages turned on, or a special print code to pause the printout was encountered in text.

Printer not ready. Continue (Y or N)? The printer is off line, out of paper, out of ribbon, not properly interfaced, or not able to function for any reason. If the problem can be fixed while the message flashes, answer Y when the printer is ready, and the printout will continue as if nothing happened.

Base document variable not in code names group. A variable was called for in a form letter that was not defined in the variables document.

Code name contains too many characters. You attempted to define a variable name containing more than 256 characters.

Paragraph contains too many characters. No paragraph in the form letter may contain more than 3936 characters.

Code names group contains too many names. You attempted to define a group of variables for a form letter that contains more than 1024 characters. This is usually due to forgetting to place an extra carriage return between groups.

Merge text contains more than one paragraph. You attempted to embed a paragraph marker within a variable for a form letter. This is usually due to forgetting to close the variable.

No search string given. You attempted to search ([ARROW][S]) or global search ([@][G]) with an undefined search string.

No replacement string given. You attempted to global replace with an undefined replacement string.

File to be converted must be ASCII format. You attempted to use the convert utility on a non–ASCII file.

No more words may be added in this proofreading session. Only 255 words may be added to the user dictionary during a single proofreading session.

There is no more space in the dictionary. The user dictionary contains a *maximum* of 2000 words.

Appendix 3:

THE PROOFREAD FUNCTION AND THE SCRIPSIT DICTIONARY

Installing the Proofread Option

You can use the Model I/III SCRIPSIT Dictionary (cat# 26-1591) with SuperSCRIPSIT. At least two disk drives are required for Model III, and three drives are required for Model I. Perform the installation procedure described below to enable the Proofread Option shown on the Main Menu. Diskettes are included for both Model I and Model III operation; be sure you use the correct ones.

1. Make a Backup copy of the Dictionary diskette you received in the SCRIPSIT Dictionary package (26-1591). (Note that there is no operating system on this diskette.) Type [B][A][C][K][U][P] with a TRSDOS diskette in Drive Ø; then remove it and insert the source and destination diskettes in Drives Ø and 1.

2. Remove the original diskette from Drive Ø and put it in a safe place.

3. Insert the Proofread Program diskette (included with SuperSCRIPSIT) into Drive Ø. Press [RESET].

4. The screen will show TRSDOS READY.

   Model III: You type
   [D][O][ ][I][N][S][T][A][L][L] and press [ENTER].

   The screen will show DOS READY.

   Model I: You type

   [K][I][L][L][ ][S][P][E][D][I][T] and press [ENTER].

   [K][I][L][L][ ][C][H][E][C][K][/][C][M][D] and press [ENTER].

   [C][O][P][Y][ ][P][R][O][O][F][/][C][T][L][:][Ø][ ][T][O][ ][P][R][O][O][F][/][C][T][L][:][1]

   and press [ENTER].

5. The Dictionary diskette is now modified to work with SuperSCRIPSIT.

Using the Proofread Option

You can now check the spelling of your documents against the 75,000-word Dictionary diskette (Model I has 35,000 words). The Dictionary diskette *must* always be in Drive 1 when you use the Proofread Option on the Main Menu. You should maintain Backup copies of your "last used" Dictionary diskette since it will contain your User List. The User List is an extension of your main dictionary and is capable of storing over 2,000 names, companies, and industry-specific jargon that you may use on a regular basis.

Invoke the Proofread Option by typing [P] from the Main Menu.

The screen will show:	You type:
SCRIPSIT – DOCUMENT PROOFREADER	
Name of document to proofread:- - - - - - - - -	the document name

The Proofread Program will display the number of words processed and the number of words not found. When the entire document has been checked, the document will be displayed with the cursor flashing on the first letter of the first word "not found." At this point you have three choices listed at the bottom of the screen: Skip, Correct, or Add word to dictionary.

- **Type [S] to move on to the next misspelled word.**
- **Type [C] to correct the spelling.**

  The word will appear at the bottom of the screen. You may insert or delete with [@][I] and [@][D] just like normal editing (except that it is done one character at a time). You may also overstrike any character by positioning the cursor with the right and left arrow keys and then typing the correct letter.

- **Type [A] to add the word to the User List.**

  From this word forward, the added word will no longer be considered misspelled. The User List is stored on the Drive 1 Dictionary diskette.

Choose one of the options for each "not found" word. When this is accomplished, the Proofread Program will reposition the cursor at the beginning of the document return to the normal SuperSCRIPSIT editing mode. Press [@][Q] to return to the Main Menu.

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Addendum to SuperSCRIPSIT™
Cat. No. 26–1590

Additional printers, other than those discussed in the SuperSCRIPSIT Reference Manual, are supported by this program. Special drivers for the printers listed below are on the SuperSCRIPSIT Program diskette for Model III and the Proofread diskette for Model I. You should KILL the drivers you do not need to increase the available space on the diskette. Refer to the Printer Drivers section in the Introduction of the Reference Manual for detailed instructions.

DMP400 and DMP500

The printer driver name is DMP400/CTL. Specify DMP400 as the printer type in the OPEN DOCUMENT OPTIONS. Available pitches are 5, 6, 8, 10, 12, 16, and P. The Correspondence Font is used with 5, 10, and P only. Double Underscore is not supported.

DMP2000

The printer driver name is DMP2000/CTL. Specify DMP2000 as the printer type in the OPEN DOCUMENT OPTIONS. Available pitches are 5, 8, 10, and 16. Proportional pitch is **not** allowed, but proportional justification is supported. Be sure to program the built-in margin settings on your printer to TM=1, BM=66, LM=1, and RM=132. See the DMP2000 Owner's Manual for complete instructions. Double Underscore is not supported.

DWP410

The printer driver name is DWP410/CTL. Specify DWP410 as the printer type in the OPEN DOCUMENT OPTIONS. The printer will perform exacly like the Daisy Wheel II. All references to the DW2 in the Training Course and Reference Manual apply to the DWP410 also.

875-9197

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p.73 Caption over first illustration reads:

Type the first column with its own margins and type the code at the bottom.

SHOULD READ:
Type the first column with its own margins.

Because the Top of Form Code positions the printhead on the first line of the printed page, the column length cannot exceed the "line per page." When using the Top of Form Code, set the lines per page equal to the paper size (e.g., 66 on a vertical page , p. 51 on a horizontal page).

p.111 Item 5 Add:

Note: Allowable decimal codes are Ø thru 254.
The code 255 is not available.

875-9208

Addendum to SuperSCRIPSIT™ (Cat. No. 26-1590)

This addendum contains information for the new release of SuperSCRIPSIT™. Specific instructions for using the new Radio Shack printers with SuperSCRIPSIT are provided along with other information you should know in order to use the program correctly.

Page numbers included with each item of information indicate the page(s) of the SuperSCRIPSIT Reference Manual where this information should either (a) be added to the existing information on the page, or (b) replace the existing information on the page.

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FORT WORTH, TEXAS 76102

How to Load SuperSCRIPSIT (for Model III owners)

On **page 9**, after you are instructed to turn on all peripherals in Step 1, turn on the Model III. Then, insert the SuperSCRIPSIT diskette in Drive 0, close the drive door, and press the orange RESET button.

Line Numbers and Linespacing

The number of the line indicated on the status line is computed using the default linespacing value specified on the Open Document Options screen (**p. 15**). If you vary linespacing within a document, or if the linespacing value on the status line is different from the default linespacing value, the line number will not be accurate (**p. 59**). However, the document will be printed correctly using varied linespacing values.

Proportional-Spacing Pitch

The **average** number of characters per inch ("pitch") in proportional-spacing varies by printer. The proportional characters on the DMP printers are slightly smaller than the Daisy Wheel characters (**pp. 14-17**).

When a specific pitch is used, the number of characters printed per inch never varies. For example, in 12 pitch, the program always prints 12 characters to the inch. However, in proportional-spacing, since each character is assigned a number of units, the pitch represents an average rather than an absolute value.

For example, on a Daisy Wheel II, since an "i" is approximately 1 unit wide and an "m" is approximately 3 units wide, 21 "i's" are printed per inch while only 9 "m's" are printed. The widths of "i" and "m" on the screen are the same. You can look at the ghost cursor to see the printed position of the characters.

Error Messages

If a problem occurs that causes you to return to TRSDOS Ready, press the RESET button before reloading SuperSCRIPSIT or attempting another action (**p. 24**).

Advanced Cursor Movement

On **page 44**, the command to move to a specified page should read "Arrow with [N]." The command to move to the next or previous page should read "Arrow with [P]."

Defining the Block

All block-action commands will be executed from the start block marker to the end of text if you did not mark the block with an end block marker (**p. 51**).

Global Search and Replace

The Global Search and Replace options are executed from the cursor position to the end of text. To search an entire document, press [SHIFT] [↑], and then enter the global search command (**p. 59**).

ASCII Text Conversion Utility

To convert a document created with the Disk SCRIPSIT program (26-1563), first load the desired file into Disk SCRIPSIT. Save the file as an ASCII file using the **S,A** command, and then use SuperSCRIPSIT's ASCII Text Conversion Utility to convert the ASCII file to a SuperSCRIPSIT file (**p. 87**).

Document Restrictions

1. The size limit for a document is a little over 170K. Do not exceed this limit even if you are using a hard disk system under LDOS. This size limit lets you back up any document from the hard disk to a floppy diskette.

2. When using [@] [N] to force a new page, you are limited to a maximum of 127 Force New Page codes per document. If you exceed this limit, unpredictable results may occur (**p. 31**).

3. While you may recall tab lines as often as necessary, you are limited to 50 manual changes to the tab line (**p. 20**).

   Note that when you move (or copy) text from one document and then recall it in another document, the tab settings do not follow the moved text.

4. When preparing a form letter, the defining character used to enclose variables can **only** be used as a defining character. The defining character should not appear in either document as anything other than a defining character.

   A variable must not contain a paragraph symbol within the defined variable -- only after a variable (**pp. 78-83**).

Write to Diskette

1. It is important for you to know the amount of disk space left (granules) on a diskette before you edit documents on that diskette. When the copy and move block-action commands are executed, SuperSCRIPSIT creates a file (MOVE/CTL), and there must be enough room on the diskette to accommodate that file. In addition, there must be adequate space on the diskette to accommodate the recalled block.

   If there is **any** space left on the diskette in Drive 0, SuperSCRIPSIT will attempt to create the file on that diskette. If there is not enough space to accommodate the file, you will see the error message, **There is no more**

space left on this diskette. If the disk full error message is displayed when moving or copying text, mark a much smaller block of text and try again. If the disk full error reoccurs, exit the document and SuperSCRIPSIT. At TRSDOS Ready, type KILL MOVE/CTL and press ENTER. Take the necessary steps to free up additional disk space. You can compress, move, or delete files to free more space for expanding documents. Then return to your document.

To find out how many free granules remain on a diskette, use the **DIR** command at TRSDOS Ready (or for the Model I, use the FREE command). (Check your Disk System Owner's Manual for details.) The number of free granules on the diskette is shown below the directory listing all files.

If you have another disk drive, you can copy the MOVE/CTL file that SuperSCRIPSIT created on Drive 0 to Drive 1. After you copy the file, use the KILL command to delete MOVE/CTL from Drive 0. Do not copy the MOVE/CTL file if you received a disk full error message.

2. SuperSCRIPSIT does not automatically write the text buffer to diskette until the document is closed ([@] [Q]), the text buffer fills up, or you execute the [@] [W] command. As a precautionary measure, it is recommended that you occasionally write the text to diskette when typing a long document or doing extensive editing. This ensures that the recorded text is recoverable in the event of a power failure or some other abnormal exit that fails to close the document file (**p. 37**).

User Keys

1. On **page 105**, in the chart below the sentence, "You must follow each keystroke with a comma," some keystroke information was omitted. The code ,,, represents the keystroke [,]. The code for the space keystroke is accurately shown. The code ,., represents the keystroke [.].

2. In the chart on the bottom of **page 105**, a keystroke and its corresponding code should be included. The keystrokes [SHIFT] (space bar) is displayed on the Edit User Key Sequence screen as Sp.

3. There are five User Keys already defined on the SuperSCRIPSIT diskette. Hold down [@] and type the user key number for the function you wish to execute.

User Key	Function
0	Adjust text
1	Word Delete
2	Paragraph Delete
3	End-of-Text Delete
9	Repeating User key for the Training Program

To adjust a document for a different printer type, first specify the new printer type on the Open Documents Options screen. Next, open the document, position the cursor at the beginning of the text, and then press [@] [0] to adjust the document so that it will be printed correctly.

To delete a word or paragraph, position the cursor anywhere in the word or paragraph you want to delete, and then use the appropriate User key.

To use the End-of-Text delete feature, position the cursor at the first character from which you wish to delete to the end of text, and then press [@] [3].

When taking the SuperSCRIPSIT Training Program, press [@] [9] when instructed to do so.

The Proofread Function and the SCRIPSIT Dictionary

1. The Proofread Program Diskette does not contain the SCRIPSIT™ Dictionary program (26-1591). However, this diskette does contain a file, PROOF/CTL, which lets you use the SCRIPSIT Dictionary with SuperSCRIPSIT. To install the Proofread option on the SCRIPSIT Dictionary diskette, insert a backup of your master copy of the SCRIPSIT Dictionary in Drive 1 and the Proofread diskette in Drive 0. Next, type DO INSTALL [ENTER] (**pp. 138-139**).

2. If you have previously used the SCRIPSIT Dictionary with SuperSCRIPSIT, copy your User List file, WORDS/CTL, from your old working copy of the SCRIPSIT Dictionary to the new working copy.

3. If you used the SCRIPSIT Dictionary with the original SCRIPSIT program, you must copy your User List file, WORDS/USR, to your new working copy of the SCRIPSIT Dictionary. If you have only two drives, insert a system diskette in Drive 0 and your old working copy of the SCRIPSIT Dictionary in Drive 1. Type COPY WORDS/USR:1 TO WORDS/CTL:1 [ENTER]. Follow the instructions on the screen for swapping diskettes. Your working copy of the SCRIPSIT Dictionary installed for SuperSCRIPSIT will now include your old User List file.

4. The SCRIPSIT Dictionary program (26-1591) creates a temporary file (MISSPELL/CTL) for spelling errors on Drive 0, and there must be enough room on that diskette to accommodate that file. Even if there is not sufficient space on the Drive 0 diskette to accommodate this temporary file, the program creates the file, and after the entire document has been checked, you return to TRSDOS rather than to the document. It is recommended that you "kill" unnecessary files on the diskette in Drive 0 to ensure that there is adequate space for the MISSPELL/CTL file so that the Dictionary program functions properly.

Print Test Demonstration

There is a print test document, DEMO100, for the DMP100 printer on the SuperSCRIPSIT diskette to use for demonstration purposes.

Printer/Printing Information

1. SuperSCRIPSIT now has a printer driver for the new DMP2100 dot matrix printer. Specify **DMP2100** as the Printer type on the Open Documents Options screen. All SuperSCRIPSIT print features are supported, with the exception of double-underscore **(pp. 5, 14)**.

2. Note that when using the "Top of Form" instruction, a single sheet of paper is apt to catch on the paper-out switch of the DMP2100 as it rolls to the top of the form (p. 73).

   When using a pin-feed mechanism with pin-feed paper on any printer, reverse-feed routines such as superscript, subscript, and top of form can be inexact because of the movement of the paper through the pin-feed mechanism (pp. 71-73).

3. You can use a DMP200, DMP400, or DMP500 printer with SuperSCRIPSIT by specifying **DMP400** as the Printer type on the Open Documents screen (p. 14). Available pitches are 5, 6, 8, 10, 12, 16, and P. The Correspondence Font is used with 5, 10, and P only. Double-underscore is not supported.

4. If you are using a DMP100 printer, specify **DMP400** as the Printer type. Check the chart at the end of this addendum for the printing features available for the DMP100 printer.

5. A printer driver for the DMP2000 is not included in the new SuperSCRIPSIT release since the printer is not available.

6. On **page 118**, third paragraph, the reference to the serial driver being compatible with the Line Printer VIII means that the proportional table was constructed using LPVIII character widths. However, there is no serial protocol in this driver because these protocols vary widely from printer to printer. You must add the appropriate protocol for your printer. Refer to the general instructions in the section, **How to Write Your Own Printer Driver.**

7. The Line Printers V and VI do not support one-half linespacing (p. 15).

8. You should **KILL** the printer drivers you do not need from your **backup** diskette to increase the available space on the diskette. (See the section, **Printer Drivers** in the **Introduction.**)

9. The decimal code, **255** is not available for use as a User Print Code on the Model I (p. **108**).

10. To use SuperSCRIPSIT with a hard disk, type DO HARDDISK [ENTER] at LDOS Ready. The following patches are included in the DO FILE.

```
PATCH SCRIPSIT/CMD(D09,11=E5 CD 90 42 E1 C0 23 23 AF 57 E5)
PATCH SCRIPSIT/CMD(D09,1C=06 AE 21 E0 7D 5E 0E 08 CB 13 38)
PATCH SCRIPSIT/CMD(D09,27=01 14 0D 20 04 23 5E 0E 08 10 F2)
PATCH SCRIPSIT/CMD(D09,32=E1 46 23 7E B7 3E FF 20 01 78 32)
PATCH SCRIPSIT/CMD(D09,3D=22 7E BA 38 04 7A 32 22 7E AF C9)
PATCH SCR17/CTL(D00,3C=E6 07 4F 06 00)
PATCH SCR17/CTL(D00,42=F0 8D)
PATCH SCR17/CTL(D00,36=38
PATCH SCR17/CTL(D00,68=5B)
PATCH SCR17/CTL(D00,AA=44 69 73 70 6C 61 79 20 77 68 69 63)
PATCH SCR17/CTL(D00,B6=68 20 64 72 69 76 65 20 28 30 2D 37)
PATCH SCR17/CTL(D00,C2=29 3F 20 F5 CD 09 42 3E E0 C4 09 44)
PATCH SCR17/CTL(D00,CE=CC 19 44 F1 C9)
PATCH SCR17/CTL(D02,69=4C 44 4F 53 20 20)
```

Printer Feature Chart

Feature	LPV/VI	LPIV	LPVIII	DWII/DWP410	DMP100	DMP200/400/500	DMP2100
Proportional-Spacing*	N	Y	Y	Y	N	Y	Y
Justification							
Proportional*	N	Y	Y	Y	N	Y	Y
Mono	Y	Y	Y	Y	Y	Y	Y
Print Codes							
Underscore	N	Y	Y	Y	Y	Y	Y
Double-underscore	N	N	N	Y	N	N	N
Bold	N	Y	Y	Y	N	Y	Y
Superscript	N	Y	Y	Y	N	Y	Y
Subscript	N	Y	Y	Y	N	Y	Y
Strike-through	N	Y	Y	Y	N	Y	Y
Top the Form	Y	Y	Y	Y	N	Y	Y
Pause Printout	Y	Y	Y	Y	Y	Y	Y
One-half Linespacing	N	Y	Y	Y	N	Y	Y

*Proportional print wheel required on Daisy Wheel II and DWP410.