

Press PgDn for more

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V V P P P P P P P P P P P L A N N N N N N N E E E E E E E R R R R R T M
V V P P P P P L A A N N N N N N E R R
V V P P P P P P P P P P L A A N N N N N N N E R R R R R
V V P X X P L A A A A A A A N N N N N N E E E E R R
V V P P L A A N N N N N E R R
V P P L L L L A A N N N N E E E E E E R R
```

WELCOME TO THE WORLD OF VP-PLANNER

VP-PLANNER combines

AN ADVANCED SPREADSHEET

dBASE compatible DATABASE FILES

MULTIDIMENSIONAL DATABASE to simplify consolidation

GRAPHICS

-- even simple WORD PROCESSING

Press PgDn for You are using a special demonstration version of VP-Planner.

It will do everything that the regular version of VP-Planner does, except:

Save worksheets or graphs (No /FS /FX /GS commands)

Print worksheets or graphs (No /P /GP commands, No Ctrl-PrtSc)

Create a new Multidimensional Database (C choice on Main Menu)

If you are using a color monitor and see colored "snow" on your screen, you can suppress it by entering the following command:

```
/WGDHVCYUQ
```

This command is: Worksheet Global Default Hardware Video CGA Yes which enables video snow suppression to overcome the tendency of some color video cards (including the IBM Color Graphics Adapter, the Hercules Color Card, and the Plantronics Color+ card) to show colored "snow" on the screen when scrolling or executing macros.

Press PgDn for more

VP-Planner has an extensive Help system. Simply press the F1 key and you will see an introductory Help screen; press F1 again and you will see the first page of the Help index. The keys you can press are explained on the introductory Help screen and at the of each Help screen.

When you are through using Help, simply press ESC to return to the worksheet.

Help is context sensitive; that is, it can tell what you are doing and give you a Help screen that relates to that operation.

Press F1 now and explore the Help system, then press ESC to return to this screen.

After returning from exploring the Help system, press PgDn.

Press PgDn for more

You can move around your worksheet using the arrow keys. If you press the End key an END indicator will turn on near the center of the last line on the screen; when that END indicator is on, the arrow keys will jump across the intervening non-blank (or blank) cells to the last (or next) non-blank cell (or to the edge of the worksheet). Pressing End twice turns off the END indicator.

The Home key will return you to the top left corner of your worksheet, cell A1.

The PgDn or PgUp keys display the next or prior 20 rows of your worksheet. Similarly, the Tab or Shifted Tab keys display the next group of columns to the right or left.

Press End then down arrow now.

The VP-Planner worksheet is made up of columns (named in the top margin using letters, A thru IV) and rows (numbered in the left margin from 1 to 9,999).

Every intersection of a column and a row is a cell. Cells are addressed by their column letter plus their row number. The Home cell is A1, the cell that the cursor is in now is cell A100.

The current cell is the cell that contains the cell cursor. As we noted above, the cell cursor is currently in cell A100. You can't see the cell cursor, because column A is hidden (its width has been set to 0). Press the right arrow key now. The cursor moves to cell B100 near the bottom of the screen, and the current cell address and contents are displayed in the line just below the worksheet. This line is called the status line. The line below the status line is the command line, and the last line is prompt line.

Hold down the Alt key and press the A key now. You can enter text (called labels), numbers (called values), and formulas into cells in a worksheet.

Some of the cells below contain labels, some contain values, and others that look like they contain values actually contain formulas the results of which are displayed in the worksheet.

Using the arrow keys move the cursor to cell D114. Look at the status line to see the label that is displayed. Move the cursor down and see how a value looks, then move the cursor to the bottom of column D by pressing End then down arrow and see how a formula is displayed on the status line.

Product	Sales	Price	\$ Sales
J107-4	3,971	\$19.95	\$79221.45
K888-B	897	\$149.95	\$134505.15
M37	14,222	\$99.95	\$1421488.90
Totals:	19,090		\$1635215.50

When you're finished hold down the Alt key and press the B key.

Press PgDn fi Labels are entered by typing them like AR Balance. If a label is to start with a digit or a math sign like + - / * () etc., use a single quote ' to start the label. Labels usually are left-aligned in a cell. To right-align a label in a cell start the label with a double quote " and to center a label start with a caret ^ -- these characters (' " ^) won't show in the cell as part of the label, but will be displayed on the status line when the cursor is in the cell.

You end an entry by pressing the ENTER key; or an arrow key, PgUp, PgDn, Home, Tab, etc. to end the entry and move the cursor.

You enter values into a worksheet cell by typing one or more digits.

Formulas are the way you do calculations in VP-Planner. You start a formula with a digit, a math sign, a decimal point, or a function like @sum(-- there's more information about VP-Planner's functions in the Help system.

When you change the value in a cell referenced in a formula, the formula is automatically recalculated.

Look at the following worksheet. Move the cursor to cell D148, type 7001 and press ENTER. All the formulas are recalculated automatically. This is the real power of a spreadsheet program!

Product	Sales	Price	\$ Sales
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But even though they are very powerful, formulas alone are not enough. You need to be able to manipulate your worksheet, copying and moving cells, inserting and deleting columns and rows, saving and loading worksheets, printing worksheets, creating and accessing database files, sorting data, and so on. These operations are done using commands.

VP-Planner commands are accessed using the / key. To explore commands, hold down the Alt key and press the C key now.

Press PgDn fi Press the / key now. You will see the command line changes to display the top-level command menu. The first command, Worksheet, is highlighted with a command cursor. The prompt line displays options that are available with the highlighted Worksheet command. Press the right arrow key; the next command is highlighted and the prompt line displays the Range command's options. Press ENTER. You have selected the Range command, and its options are now displayed on the command line, with the first (Format) highlighted and the prompt line shows the Format options. Press C -- you can choose commands by moving the command cursor to the command you want and pressing ENTER, or you can press the first letter of the command you want, or you can press the function key number that is shown in front of most command words (F10 for Col-Width). You now see a submenu for the Range Col-Width command -- you have to choose Set or Reset. Set will allow you to change the width of a range of contiguous columns; Reset will allow you to reset a range of columns to their default width -- 9 characters (unless you have changed the default -- see Help for Worksheet Global Default).

Type R to reset the width of column A only.

Press PgDn for more

Now you can see the formerly hidden column A! Let's change it back to hidden using another command. Type the following and watch the command line as you type each character:

```
/wcs0
```

and press the ENTER key.

Now column A is hidden again!

You can explore the commands, using the F1 Help key for information about each of them. To see how the context-sensitive Help system works, type /wg and then press the F1 key -- after you have looked at the Help screens, press ESC and you will return to the command menu -- at the same place you started looking for Help.

Now press ESC three times. You will step back through the command menus, finally returning to READY mode.

Press PgDn f The current mode is displayed at the lower right corner of the screen. The mode will change as you make entries.

READY mode is VP-Planner's standby operating mode -- from READY mode you can enter labels, values and formulas, and initiate commands.

VALUE mode is displayed when you begin entering a value or a formula. LABEL mode is displayed when you begin entering a label. EDIT mode is displayed when you use the F2 Edit key to edit the current contents of a cell. When in EDIT mode you can toggle between Insert and Overtyping by pressing the Ins key. The Del key will delete the character under the cursor. The Backspace key will delete the character to the left of the cursor. The left and right arrow, Tab, Shift-Tab, Home and End keys move the edit cursor.

VP-Planner uses the function keys for various purposes. F1 is Help in READY mode and while you are entering labels, values, formulas and commands. Help screen 23 explains the function keys.

Press PgDn for more

The time has come for you to do a little exploring on your own.

There are a few of example worksheets on this demo disk. To see what's here, type the command

```
/flw
```

This will give you a full-screen list of all worksheet files.

To load an existing worksheet, type

```
/fr
```

and either select the file with the cursor and press ENTER or type in the file name and press ENTER. The file will be loaded, replacing (erasing) any worksheet that had been on screen. This worksheet is AUTOVP.WKS (AUTOVP.WKS is loaded automatically when you first load VP-Planner).

End of demo: There are worksheets that you can use to explore VP-Planner's database capabilities as well as ordinary worksheets. You can also load any other worksheets and templates designed to run under VP-Planner or 1-2-3 Release 1A.

Remember, you can't save files or print with this demo version of VP-Planner!

If you would like to explore VP-Planner more before buying, but are a newcomer to spreadsheet programs, you can borrow any of introductory books on 1-2-3 from your local public library. These books won't teach you about VP-Planner's many exclusive features, like dBASE II and III database file access, the multidimensional database, Autokey macros, and so on, but they will give you a good basic understanding about using VP-Planner's spreadsheet.

And when you are ready to buy VP-Planner, you'll find it's the best spreadsheet program available at any price -- for only \$99.95.

END OF DEMONSTRATION.

{goto}a101~

{goto}a121~

{goto}a161~

Cost	Profit
\$6.55	\$53211.40
\$41.26	\$97494.93
\$25.90	\$1053139.10
	\$1203845.40

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