There are three WinWord 6 macros attached to this document. All are based on our column in the June, 1985 PC/Computing (USA edition). They're used to grab addresses from Lotus Organizer, Metz Phones, or PackRat 4.1, and stick the addresses in your WinWord documents.

To install, click on File, then Templates, then Organizer. Bring up the Macro filecard. Make sure LOOKER.DOC is on the left, and NORMAL.DOT is on the right. Select the macro you want on the left, then click Copy. That's all it takes.

To assign LOoker to a Toolbar button, click on Tools, then Customize. Bring up the Toolbar filecard. On the left, choose Macros. On the right, click on LookerLotusOrganizer, and drag it to your favorite Toolbar. Choose a picture, click OK, and from that point on, LOoker is just a click away.

If you have a question, drop us a line on the ZNT:PCCONTACT forum. See the column for details.