miniWRITER™

by
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miniWRITER is a text-editing desk accessory with the following features:
- You can use all standard Macintosh features, including Undo.
- You can choose the font the text is displayed in.
- miniWRITER can print your document on an ImageWriter exactly as it appears on the screen — at 'draft' speed. It can also command an ImageWriter to use boldface or underlined characters.
- miniWRITER can send a file to a LaserWriter as PostScript commands.
- miniWRITER can automatically use the 'smart quotes' used by typographers.
- miniWRITER tells you how many lines, words, and characters are in your document.
- Opens and saves TEXT files compatible with any word processor.

What's In this Package

You should have a desk accessory 'suitcase' file, a font 'suitcase,' two templates (TEXT documents), an appendix describing the details of ImageWriter printing, and this documentation.

Using miniWRITER

Use miniWRITER by choosing it from the ⚜ menu. Its title window and main window open up. Start work by clicking in the title window (or just start typing). Note that its menu (miniWRITER) appears in the menu bar. You can remove miniWRITER from your desktop by clicking in the close box, or selecting Close from the File menu. Or, you can leave it on the desktop and bring another window to the front; miniWRITER removes its menu from the menu bar until you bring its window to the front again.

Enter text, select it with the mouse, and edit it using Cut and Paste, just as you would with any Macintosh program. When you want to save your work, use Save or Save as from the miniWRITER menu (not the File menu). If you make a mistake, choose Undo from the Edit menu.

miniWRITER saves its documents as TEXT-only documents from *MacWrite*. Lots of other programs, such as *QUED* or *Excel*, can open TEXT documents.

If you save a document from a word processor as TEXT-only (Export File in Microsoft *Works*), miniWRITER will be able to open and edit it.

miniWRITER's features are described in detail below. You'll want to read about them to get the maximum benefit, but you probably know enough already to use miniWRITER.

Features

Close Box

Click in the close box to close miniWRITER. You'll be warned about unsaved changes, if there are any.

Note that you can cancel closing miniWRITER with the close box, but you can't cancel using an application's Close menu item (for example, the one in Finder).

Zoom Box

Click in the zoom box to resize the miniWRITER window to the full screen (or to 80 by 60 characters, whichever is smaller). Click again in the zoom box to return it to its previous size.

The zoom box will not appear in the upper-righthand corner of the window unless your Macintosh has a double-sided internal drive (i.e. the 128K ROM).

Scroll Bar

Scroll as you do in any other Macintosh program.

Holding down ⌘ while pressing the up-arrow or down-arrow keys is the same as clicking in the equivalent scroll bar arrow.

Edit Menu

Undo ⌘Z

You can Undo just about anything in miniWRITER (except saving). If you can't, you'll hear a short beep.

Clicking anywhere in the document 'fixes' the previous operation so that you can't undo it. But clicking in the scroll bar or size box doesn't prevent an Undo.

Cut ⌘X

Copies the selection to the clipboard, then deletes it.

Copy ⌘C

Copies the selection to the clipboard.

Paste ⌘V

If the clipboard contains text, it will replace the current selection.

Clear

Deletes the current selection. The [Clear] key is equivalent to selecting Clear from the menu. [Backspace] does the same thing, but also works when the selection is an insertion point.

New

Clears out the text you're working with. If you haven't saved it, you'll be given the opportunity.

Open… ⌘O
    Displays a list of TEXT (and optionally, *Red Ryder* procedure) files. If you open one, it will become the current document. If you haven't saved the text you're working on, you'll get a chance to.

Insert…
    Replaces the selection range with a document you select. The inserted document will be selected so you can see what you just inserted.
    Insert… is handy for combining several documents. If you insert the wrong file, just Undo!

Save ⌘S
    Saves the text you're editing to disk. Files are saved as TEXT-only *MacWrite* documents.
    If neither *MacWrite* nor any other *MacWrite* documents are on the disk you save to, these files may appear with a generic blank document icon. You should be able to restore the proper icon by dragging *MacWrite* or a *MacWrite* document to the disk (though the Finder may not reflect this immediately).
    If you opened a *Red Ryder* procedure file, it will be saved as a *Red Ryde*r procedure file, not as a TEXT file.
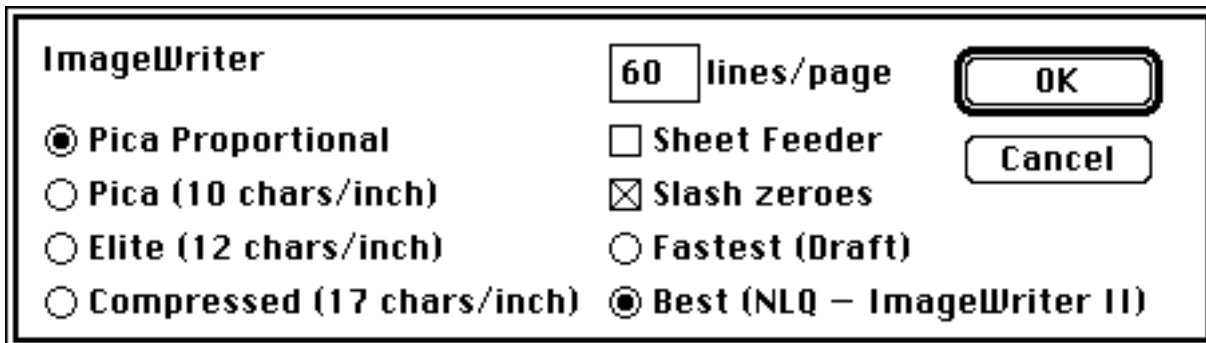
Save as…
    Saves the text you're working on to disk with a different name than it had previously (or to a different disk). The original copy is not changed. After you Save as, future Saves affect the new document only.

Print…
ImageWriter
    First format your document by adjusting the window to the width you want printed and choosing the appropriate font. For the best quality printing, choose the imageWRITER 10 screen font from the Typestyle… menu, and Pica Proportional printer font from the Print… menu. (If you must have a monospaced printout, chose the Monaco 9 or Courier 10 screen font [they have the same spacing] and Elite printer output.) This guarantees that line lengths on the screen and paper will match. (There is no screen font with the same spacing as the printer's Pica, but Monaco 12 is close.)
    Choose Print… from the miniWRITER menu; you'll see this dialog:

```
┌─────────────────────────────────────────────────────────────────┐
│  ImageWriter              60  lines/page      ╭─────────────╮     │
│                                               │     OK      │     │
│  ⊙ Pica Proportional      ☐ Sheet Feeder      ╰─────────────╯     │
│  ○ Pica (10 chars/inch)   ⊠ Slash zeroes       ┌───────────┐     │
│  ○ Elite (12 chars/inch)  ○ Fastest (Draft)    │  Cancel   │     │
│  ○ Compressed (17 chars/inch) ⊙ Best (NLQ — ImageWriter II) └─────┘│
└─────────────────────────────────────────────────────────────────┘
```

Choose the built-in font you want the ImageWriter to use. Pica Proportional produces the most attractive printout, and it corresponds exactly to the imageWRITER font. The other fonts are mono-spaced; they're less attractive, but can be useful if you're trying to line up text exactly.

miniWRITER normally slashes zeroes so they can be distinguished from capital Os; this is especially important when working with computers. You can turn off this feature.

miniWRITER normally prints 60 lines on a page, then skips to the next. If you're using different sized paper, or want different margins, you can change this. You may also need to change it if your text isn't single-spaced. miniWRITER normally uses 40 lines per page if you have selected 1.5 line spacing from the Typestyle… menu, 30 lines per page for double spacing.

If you have an ImageWriter II printer, you can choose Draft quality (characters with the same resolution as on the original ImageWriter), or NLQ (the printer's built-in Near Letter Quality font). On an ImageWriter I, either selection results in Draft printing.
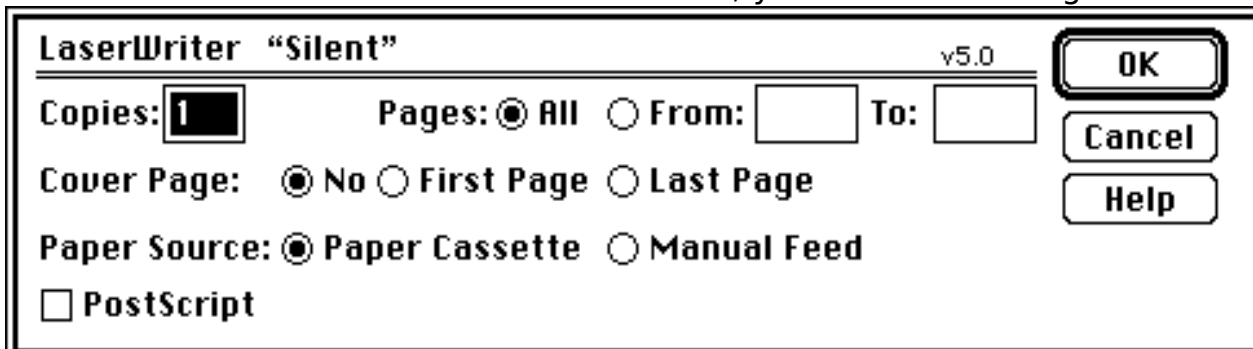
If you have a sheet feeder on your ImageWriter II, check the Sheet Feeder box. This instructs miniWRITER to print three blank lines on the top of each page, and not to go to the top of a new page after printing. If you're using A4 paper in a sheet feeder, set the lines per page to 62.

miniWRITER can print all the symbols in the imageWRITER font. Its performance has not been tested with other symbols.

LaserWriter
First format your document by adjusting the window to the width you want printed and choosing the font you want to use for printing.

Choose Print… from the miniWRITER menu; you'll see this dialog

```
┌─────────────────────────────────────────────────────────────────┐
│  LaserWriter  "Silent"                        v5.0   ╭─────────╮  │
│                                                      │   OK    │  │
│  Copies:│1█│        Pages:⊙ All ○ From:│   │ To:│   │ ╰─────────╯  │
│                                                      ┌─────────┐  │
│  Cover Page:   ⊙ No ○ First Page ○ Last Page         │ Cancel  │  │
│                                                      └─────────┘  │
│  Paper Source: ⊙ Paper Cassette  ○ Manual Feed       ┌─────────┐  │
│                                                      │  Help   │  │
│  ☐ PostScript                                        └─────────┘  │
└─────────────────────────────────────────────────────────────────┘
```

If your document is actually a PostScript program, click the PostScript box. miniWRITER will send the text to the printer as PostScript commands. It won't report any error messages sent by the LaserWriter, so this feature is best used for sending PostScript files you've already debugged. There is an implied showpage at the end of your PostScript file.
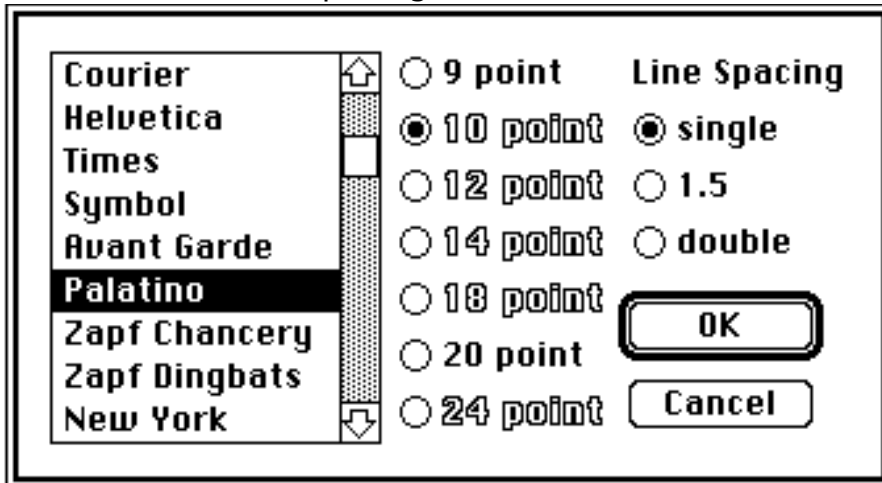
Find… ⌘F
    Search for a sequence of characters. The search is circular — miniWRITER starts after the selection range, scans until the end of the document, and continues from the beginning. Upper- and lower-case letters are treated the same in a search, but letters with diacritical marks (e.g. 'é') are considered distinct.

Find Next ⌘N
    Repeats the last Find operation with the same search text.

Typestyle… ⌘T
    The Typestyle… menu item offers you a dialog box where you can choose the font, size, and line spacing used for miniWRITER's text.

Courier	⬆	○ 9 point	Line Spacing
Helvetica		⦿ 10 point	⦿ single
Times		○ 12 point	○ 1.5
Symbol		○ 14 point	○ double
Avant Garde		○ 18 point	
Palatino			OK
Zapf Chancery		○ 20 point	
Zapf Dingbats			Cancel
New York	⬇	○ 24 point	

    All text is in a single typestyle.
    The dialog uses the scrolling list feature which is found in Apple's System file 3.0 or later. If miniWRITER can't find the list resources in the System file, you won't be able to change typestyle.
    Note that the typestyle is used <u>only</u> for screen display; miniWRITER prints only with built-in printer fonts (except to a PostScript printer such as the LaserWriter).

Plain Codes ⌘P
    Inserts, in front of the current selection, the character codes which revert to normal printing on an ImageWriter printer. You'll be able to see these characters on the screen, but they will not print on an ImageWriter. The imageWRITER font contains special overlapping characters so not as much screen space is used; other fonts will probably show them as boxes.
    Future versions of miniWRITER will implement styled printing on a LaserWriter, but for in this version, don't use the various codes.

Bold Codes ⌘B

Inserts the character codes which start boldface printing on an ImageWrite printer. If a range of characters is selected, the codes to turn off boldface printing will be inserted after the selection. You'll be able to see these characters on the screen, but they will not print on an ImageWriter. The imageWRITER font contains special overlapping characters so not as much screen space is used.

Underline Codes ⌘U
Inserts the character codes which start underlined printing on an ImageWrite printer. If a range of characters is selected, the codes to turn off underlined printing will be inserted after the selection. You'll be able to see these characters on the screen, but they will not print on an ImageWriter. The imageWRITER font contains special overlapping characters so not as much screen space is used.

Select All ⌘A
Selects all text in the document.

Options…
Smart ' "
Checking the 'smart quotes' option instructs miniWRITER to use a left or right apostrophe or quote when you type ' or ". This gives your work a much more aesthetic appearance — typesetters almost never use the 'neutral quotes.' miniWRITER uses the correct quotes without your having to worry about which [Option] characters to use. Be sure to turn off smart quotes if you're preparing a document to be uploaded with a communications program. Most computers do not know how to handle smart quotes (you'll see something like "itUs" instead of "it's").
Changing this option won't change text already in the document.

Break lines on '-' '—'
Choose this option to have miniWRITER wrap lines after a minus sign or 'em hyphen.' If you turn off this option, miniWRITER will only break lines on 'white space' — one or more spaces or tabs.
Note that [Option]-minus (–, the 'en hyphen') is a 'hard dash' — miniWRITER will not break a line at one. This is analogous to the [Option]-space, the 'hard space,' which is also non-breaking.
The ROM routines that miniWRITER uses may not properly display the '-' or '—' at the end of a line. If you notice this, make your window a tiny bit larger, or turn off this option.

Open Red Ryder procs
If you check this option, miniWRITER will open and edit procedure files used by the Red Ryder terminal program. If you use this option, I assume you've made two shareware payments. One to me and one to Scott Watson.

Save settings in document
    Checking this option instructs miniWRITER to save Options… and Typestyle… in the document. This makes the document slightly larger, but does not interfere with other programs that want straight TEXT files. It's useful so you don't have to set your preferences each time you open a document.
    Settings are saved in the resource fork; the typestyle is saved in the same EFNT resource used by *MDS Edit* and *QUED*.

Get Info ⌘I
    Reports the number of lines, words, and characters in the document being edited. The number of lines depends on the current window margins. The word count is the actual number of words, and thus may not be the same count a journalist would use.

TABs
    miniWRITER does not (yet) use tab stops, but the imageWRITER 10 font shows where TAB characters are located in a text file. Anyplace the imageWRITER 10 font shows a little horizontal arrow in a miniWRITER document, that is a TAB character. The screen print below shows how the TAB characters look when you are using miniWRITER:

In some fonts (particularly LaserWriter screen fonts), the tab character has no width at all. Rest assured, the tabs are there.

Installing miniWRITER
    Use Apple's *Font/DA Mover* to install the miniWRITER desk accessory and the imageWRITER font into all the System files you use regularly.
    If you install miniWRITER using *DA Installer+*, miniWRITER may not be able to print. This is due to a bug in *DA Installer+* (at least in the version I have; check with Dreams of the Phoenix for the latest information).

Using the Envelope Templates
    First, make sure the imageWRITER font is installed in your current System file. Open the appropriate template with miniWRITER and change your return address (be sure not to change any of the funny characters!), then save the document. From now on, you'll only have to change the address portion. Again, be sure not to change any funny characters. When you print, open the envelope flap so you can close the paper bail over the envelope.

These templates are designed for an ImageWriter printer only.

Compatibility

With the new ROMs, the imageWRITER font causes a conflict with a similarly named or numbered font in *Telescape*. The person who reported this problem was able to get around it by editing imageWRITER's FOND resource in the System file to include the FONT in the *Telescape* file.

Setting Preferences

Defaults

miniWRITER is distributed with imageWRITER 10 as the default font, and with Smart Quotes, Dash Line Breaks, Open Red Ryder Prcs, and Save Settings chosen. It saves documents as *MacWrite* text-only files.

Eventually, there will be a program to set the default typestyle and options.

Currently, you'll have to edit the 'mWRT' resource. The 'suitcase file' contains a *ResEdit* 'TMPL' resource to make this easier. Make a copy of the suitcase file and open it with *ResEdit*. Select the TMPL, choose Copy, then paste it into *ResEdit*. This instructs *ResEdit* how to handle mWRT resources, and you can now edit the mWRT resource from miniWRITER.

If you have installed the mWRT TMPL before, you'll need to do it again, since the resource format has changed slightly.

Designing Characters

For information on designing your own characters to be printed on the ImageWriter, see the appendix (in a separate document).

PostScript

The PostScript text is preceded by a save and followed by a restore. These are contained in 'POST' resources.

The Honor System

This package is available only through the honor system. Install it and try it out for a week or two. If you use it, please send $12 to:

<div align="center">

Maitreya Design

PO Box 1480

Goleta, CA 93116 USA

</div>

If you decide not to use it, get rid of all your copies (or better yet, pass them on to someone else).

miniWRITER cannot be ordered from Maitreya Design; please do not send us purchase orders. Contact us if you're interested in paying for a number of copies (a 'site license'), or if your organization requires an invoice.

You can make as many copies as you like, and give them to all your friends. Please include this documentation and the imageWRITER font when you pass out copies.

We believe that this method of distribution benefits the consumers by giving them a chance to evaluate the product before handing over their hard-earned pay. It also means that Maitreya Design doesn't have the headaches of traditional marketing, and can devote more of its energies to writing more Macintosh software. There is, of course, a catch. The middleman gets nothing. Actually, the catch is that it depends on YOU. I've got a lot more features I want to include, but if I don't receive payments, I have to assume no one is using miniWRITER, and there's no point in spending more time on it.

Upgrades will be posted on the major communications networks (currently Delphi and CompuServe), from which user groups normally obtain such software. We rely on these sources for our distribution. If you just can't get upgrades that way, you can send a formatted disk with return postage and a self-addressed envelope. I urge you to try all other means of getting revisions; if I'm swamped with copying disks, I'm not going to get much programming done.

If you've paid once, you never need pay again. We don't believe in charging for updates, no matter how many features they may add.

If you have any questions, you may call us at 805/968-7578, as long as you promise <u>not</u> <u>to</u> <u>call</u> <u>before</u> <u>noon</u> Pacific time. Ask for David Dunham, since he wrote miniWRITER.
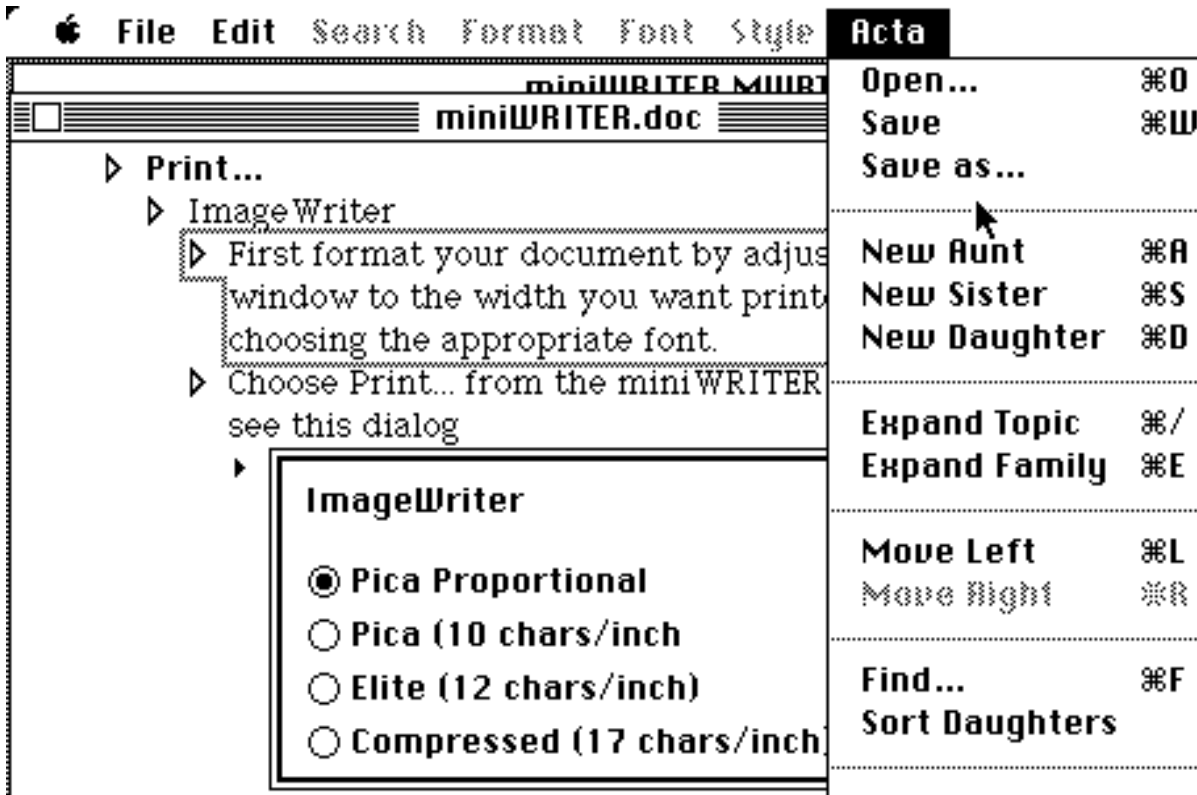
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Acta is the tool for people who write. Use Acta to prepare and organize your manuscripts, reports, journals, seminars, documentation, schedules, and for almost any other kind of writing. Even if you've never used an outline processor before or are unfamiliar with outlining, you'll find Acta helps you write better by allowing you to organize your thoughts as well as your words — while you write.

Every application can have a built-in outline processor. Acta is a desk accessory, which means you can use Acta with MacWrite or Microsoft Word — moving back and forth between your outline and manuscript. Outlines transfer into any application — just copy and paste.

As easy to use as the Macintosh itself. Just let your thoughts and ideas flow into topics. Then move to the next level or go even deeper. Now move topics around to organize your thoughts or with a double-click of the mouse, hide or reveal each level. If you change your mind, Undo. Sort alphabetically or search for a particular word. Acta even includes a utility program to customize Acta to your ways and to convert ThinkTank documents to Acta documents.

Acta can organize your business as well as your writing. Keep track of submissions, create a directory of terms, take notes, create lists. You can even Paste pictures from the Clipboard or Scrapbook into outlines.

Open...   ⌘O
Save   ⌘W
Save as...

miniWRITER MWRT
miniWRITER.doc

▷ Print...
   ▷ ImageWriter
      ▷ First format your document by adjus
         window to the width you want print
         choosing the appropriate font.
      ▷ Choose Print... from the miniWRITER
         see this dialog
            ▸

New Aunt   ⌘A
New Sister   ⌘S
New Daughter   ⌘D

Expand Topic   ⌘/
Expand Family   ⌘E

Move Left   ⌘L
Move Right   ⌘R

Find...   ⌘F
Sort Daughters

ImageWriter

◉ **Pica Proportional**
○ **Pica (10 chars/inch**
○ **Elite (12 chars/inch)**
○ **Compressed (17 chars/inch]**

Acta is only $59.95, and is available from your dealer, or
   Symmetry Corporation
   761 E University Dr Suite C
   Mesa, AZ   85203
   800/624-2485 [in AZ 602/844-2199]

Power Fonts
Power Fonts go beyond the capabilities of the standard Apple fonts with:

- Better legibility and style.
- A much wider size range.
- A much larger selection of "Option Characters," including:
  - Virtually all the Greek characters for scientific
            papers/equations/etc.
  - Roman numerals
  - The Macintosh special characters (, ⌘, etc.)
  - Special arrows, underlines, and solid border enclosures.

   Power Fonts provide four of the most usable Macintosh typefaces available
today.
   The backbone of the font set is "Clarity," a professional sans–serif typeface,
optimized for extremely legible ImageWriter and ImageWriterII dot matrix
printing. Clarity's legibility remains exceptional in sizes from a tiny 6 point to a
big bold 36 point.
   An improved line of monospaced fonts is provided by the "Montclair" series.
These print much more clearly than Apple's "Monaco" font and are available in a
much wider array of sizes.
   "Strasbourg" and "WindyCity" are an added bonus. They produce distinctive

and stylish special purpose correspondence.

- Strasbourg is an extra wide typeface as pioneered in the Modern European studios.
- WindyCity is a double–bold typeface in the style of Chicago, but

with better character styling and improved legibility.

The complete set of Power Fonts are available for only $15.00 from:
    Altsys Corporation
    720 Avenue F, Suite 108
    Plano, Texas 75074
    (214) 424-4888

Altsys is the creator of the excellent font editor, *FONTastic*. Ask for their brochure if you are interested in customizing your Power Fonts for some special purpose.

Thanks to
    Charlie Maurer, for suggesting miniWRITER.
    Bill Layman, for suggesting WYSIWYG printing and designing the imageWRITER font (and putting up with my criticisms).
    Numerous testers who helped me remove most of the bugs (no program is ever 100% bug free).

Fine Print

miniWRITER is a trademark of Maitreya Design. Apple is a registered trademark of, and Macintosh is a trademark of, Apple Computer, Inc. PostScript is a trademark of Adobe Systems Inc. Documentation and program ©1986,1987,1988 Maitreya Design. imageWRITER font ©1986 W.E. Layman.

Maitreya Design is not responsible, etc. — but we do use miniWRITER ourselves. We will try to fix any bugs.

This documentation corresponds to miniWRITER version 1.4 (but it may not be updated as frequently as the desk accessory).