WinWord Office POWER Packä **– WOPR 1.0**
A Collection of Word for Windows 1.1 macros
To Solve Common Office Problems

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 This file is part of a collection of macros known as the Word for Windowsä Office POWER
Packä (yeah, we're gonna go legit and claim a Trademark). **WOPR,** pronounced "Whopper",
consists of 17 documents / files / macros / programs – with WinWord it's hard to tell the
difference! Here's the packing list, with filenames listed in blue, if you have a color monitor:

Þ   ~~**WOPR.DOC**~~, which contains seven useful Little**WOPR**s:
·   WOPRClock 1.1 – WinWord's answer to Big Ben
·   LABELIT 1.0 – No-hassle three-at-a-time (3.3 x 4.0 inch) labels
Labelit has one associated file, ~~AV5164.LAB~~
·   VIEWER 1.0 – View the ASCII characters that correspond to what's on your screen
·   COPY LIBRARY – Canned WordBASIC commands and routines, ready-to-use
·   FANCY KEYS 1.0 – Pick and choose predefined power-user key assignments
·   KILLER 1.0 – Yep, you can finally do a File Delete
·   WORD COUNTER 1.0 – Counts words in a document, or just the ones you select
Þ   ~~**2X4.DOC**~~, Two-by-Four 1.0 – save paper squeezing 2 or 4 pages on one sheet
Þ   ~~**FILENEW.DOC**~~, Replaces WinWord's old FileNew. Makes template management a
breeze. From Lee Hudspeth & Associates and Plan B Consulting (a joint venture).
Þ   ~~**TREASURE.DOC**~~, A Treasure Hunt for new, useful menu assignments and macros you
can use every day. From Ellen Nagler and ENDuser Systems, Boston.
Þ   ~~**ENVR32.DOC**~~, Enveloper 3.2 – print envelopes on LaserJets, DeskJets, compatibles.
Enveloper has four associated files:
·   ~~DEMODNLD.EXE~~ and ~~DEMOUNLD.EXE~~, demo's of Neil Taylor's Download
·   ~~YOUR.PCL~~ and ~~DONTBEND.PCL~~, two sample logos to try on your printer
Þ   ~~**PSENVR32.DOC**~~, PostScript Enveloper 3.2 – PostScript envelopes, from Vince Chen!
PS Enveloper has five associated files:
·   ~~FONTDIR.EXE~~, ~~.PIF~~, and ~~.TXT~~, Vince Chen's PostScript font routines
·   ~~&LOGO.PFB~~ and ~~FONTLIST.PS~~, which are used by FONTDIR
Þ   ~~**DNGR20.DOC**~~, Dinger 2.0 – insert any character from any font into your documents,
which includes ENDuser Systems' QwikSymbol

All of these 17 files are to be distributed together, as one package, known as the
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The files are often grouped as a pair of self-extracting files called
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*If you are missing any of these files, you do not have the entire **WOPR** package: contact the
person or company that sent you the files, to ensure you receive any missing pieces.*
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Want to play Global Thermonuclear War? Heh heh.....

No, we've never seen **War Games**......

WOPR 1.0

An important disclaimer:

Lest there be any confusion: Microsoft® and Word for Windowsä are Registered Trademarks of Microsoft Corporation,
a big, innovative company based in Redmond, Washington.
WOPR is from Pinecliffe International, a tiny, innovative outfit atop the Colorado Rockies.
We like the folks at Microsoft – and we love their products – but please don't think for a moment that we PineNutsä work for Microsoft, or that **WOPR** is a Microsoft product!

When you register **WOPR** – a mere $49 for individuals, less for organizations – you will receive **all** of the following:

·   A diskette with the ~~latest versions~~ of **WOPR, 2 X 4, FileNew, Treasure, Enveloper, PS Enveloper,** and **Dinger** including bug fixes, the latest tips and tricks, and notices about everything else we're working on;

·   A fancy, printed, perfect-bound **Enveloper** ~~manual~~, with a very helpful index (it really comes in handy during installation, when you're curious about a specific feature, and it's a real pain to interrupt the installation and flip through the Enveloper document);

·   Your very own **Enveloper** ~~Cheat Sheet~~ to reduce smudging on your envelopes – a true collector's item, suitable for framing, in genuine 67 lb. Vellum Bristol-Cover;

·   ~~Unlimited free support~~ via mail or CompuServe for 90 days;

·   Notification and ~~guaranteed lowest prices~~ on new Pinecliffe International products, some of which may surprise you (heck, the way things are going right now, some of 'em may surprise *us!*);

·   Access to our trusty friends at Advanced Support Group via their ~~900-number~~, where expert help costs $2/minute;

·   ~~Free~~ sign-up to ~~CompuServe~~, with a free $15 usage credit; ~~Discounts~~ on subscriptions to ~~Shareware Magazine~~;

·   ~~Discounts~~ on future Pinecliffe International WinWord macros; and,

·   Most importantly – Our sincere ~~thanks~~ for making all of this possible.

In addition, you'll be placed on our ~~mailing list~~ for early notification about upgrades and special offers. If you like **WOPR, 2 X 4, FileNew, Treasure Hunt, Enveloper, PS Enveloper,** and the rest, we think you'll really like the other goodies comin' down the pike.

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Registration is easy, on-line, off-line, by mail or phone, day or night, with a check or a credit card, money order, cash, negotiable Treasury Certificates, Bearer Bonds, Travelers Checks, whatever. We (try to) make a living from your registration fees: they are important; they keep us going!

~~Double-click~~

So much for the commercials. On to the main program.

You may scan through this **WOPR** documentation "normally" (i.e., sequentially), but if you know which section you want to read, or if you just want to pop around a bit to get more comfortable with **WOPR**, double-click on one of the boxes, sections or functions below.

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WOPR 1.0 DocCruiser

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Function
Function

If you have a color monitor, you will soon discover that DocCruiser lets you double-click on any word or phrase that appears §, to let you cycle through related topics that happen to be strung throughout the documentation. (Take **that**, HyperCard!)

Your assurance of quality

Pinecliffe International is proud to belong to the §. ASP protects you, the Shareware consumer, with one of the best guarantees in the business. Here are the details:

This program is produced by a member of the Association of Shareware Professionals (ASP). ASP wants to make sure that the shareware principle works for you. If you are unable to resolve a shareware-related problem with an ASP member by contacting the member directly, ASP may be able to help. The ASP Ombudsman can help you resolve a dispute or problem with an ASP member, but does not provide technical support for members' products. Please write to the ASP Ombudsman at 545 Grover Road, Muskegon MI 49442-9427 or send a CompuServe message via Easyplex (also known as "CompuServe Mail") to ASP Ombudsman 70007,3536

This ASP service is *in addition to* Pinecliffe International's solid-gold no-questions-asked lifetime money-back guarantee. Look in § for details.

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The ASP mark is your assurance of quality, backed by a group that cares about Shareware and the people who use it. Look for the ASP logo wherever you go searching for software.

WOPR 1.0

Acknowledgements

WOPR is dedicated to all those people who registered earlier versions of **Enveloper** and **Dinger** – and spurred us on to bigger and better things.

WOPR is our response to all your requests: it's a handful of sophisticated macros that tackle many of the most common problems WinWord users encounter every day. They're all right here, in one package, finally!

Special thanks to those who have helped us get the word out. **WOPR** will thrive – with more and better macros for all of us! – as the base of registered users grows. We're trying hard to let the world know about **WOPR**, and trust the registration will follow. Those who have taken **WOPR** under their wing have made it possible to turn a few, tentative macros into the collection you see here. Thanks for your help!

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Overview: What's a WOPR?

The **WinWord Office POWER Packä** tackles the most common problems WinWord users face. If you're looking for "10,001 Macros" – or a bunch of WordBASIC subroutines – well, you're looking in the wrong place. Check CompuServe's MSAPP forum 12 for more macros than you can shake a stick at. Good ones, too.

WOPR takes a different tack: the **WOPR** macros do just a few things, but try to do them very well. They are easy to install, and easy to use. They don't require a detailed knowledge of WinWord, or Windows. Mostly, they just sit back and wait for your beck and call.

WOPR macros are specifically designed to help solve problems WinWord users seem to encounter most often. Printing envelopes. Labels. Finding the bullet, em-dash and other odd characters. Printing on the front and back of a sheet of paper, or "squished-down" documents side-by-side. Organizing documents. Deleting documents. There's even a little clock that Microsoft forgot – **WOPRClock** is the most-often-used WinWord macro in existence, simply because it runs once a minute, every minute, on thousands and thousands of computers, all over the world.

In short, **WOPR** is meant to help make your life much easier. It is a tribute to the ingenuity and formidable talent of the 'Softies who originally brought the incredible power of a sophisticated, programming language into the very innards of a word processor.

If you have any ideas for **WOPR** – macros you've seen, problems you've solved, ideas you'd like to see explored further, please let us know. Each **WOPR** macro started as a problem, often a seemingly intractable problem. We like problems! Shoot 'em to us.....

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This version of **WOPR** has been tested on a wide array of computers, Windows setups, printers, fonts, etc., and it seems to work quite well with all of them. However, sometimes there are strange things that happen, and documentation is never complete. Please, if you encounter a problem – no matter how major or minor – let us know!

Don't get discouraged, as a solution to your problem may only take a few minutes. You can contact us via CompuServe in the MSAPP forum, or in CompuServe Mail, by leaving a message for Woody Leonhard 74730,1734. Woody or one of the PineNuts tries to check CompuServe every day, 365 days a year.

You can send us a letter from MCI Mail or any of the other major E-Mail services by routing your message to CompuServe i.d. 74730,1734 (the exact method for doing so varies on each network, so ask!). On Internet, just route to 74730,1734@compuserve.com. If all else fails, the U.S. Mail still delivers letters to us, occasionally, at: Pinecliffe International, P.O. Drawer 7337, Coal Creek Canyon, Golden, Colorado 80403-0100.

If you have a spare nickel in your pocket, you can get telephone support. Call 1-900-88-HELP-8 between 8:00 a.m. and 5:00 p.m., Central time. The folks at Advanced Support Group have taken on the **WOPR** suite; they're most helpful and knowledgeable – and you get an answer right now! The call costs $2 per minute – and note that this service is *in addition to* our free support via CompuServe, Internet or the mail.

When you get in touch, tell us exactly which printer you're using, and describe your problem as precisely as possible. That way, you'll not only get your problem solved, but you may solve many others' problems as well....

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WOPR 1.0

Yeah, but will WOPR work with WinWord 2.0?

At this writing (early July, 1991), the big question on everyone's lips is, "What will happen when Word for Windows 2.0 hits the stands?" Reliable trade magazine reports place the WinWord 2.0 release date anywhere from early yesterday afternoon to late next decade. Go figger.

Not being directly connected to a reliable crystal ball, it's a bit tough to tell at this point. (Anybody got Gates' home phone number?) We're going to stay on top of 2.0 developments as they come down the pike, of course. We'll make a concerted effort to have a new **WOPR** – called, ingenuously, **WOPR 2.0** – available as soon after the release of WinWord 2.0 as humanly possible. And we'll continue in our current mode, i.e., we'll only produce things that are easy to use, easy to understand, and most of all *useful* in a normal office filled with normal people – not a den of WinWordWizards.

We're looking for quality, not quantity, and we want to make things you'll use every day.

('Course, we want to convince you and your company to register, too!)

Registered **WOPR** 1.0 users will be entitled to a big discount on **WOPR** 2.0. And if you register **WOPR** 1.0 within 30 days of the release of **WOPR** 2.0, your upgrade to 2.0 will be free. Other than that, we're not entirely certain what changes will be made to 2.0 (WinWord or **WOPR**!), so it's hard to say what **WOPR** 2.0 will look like, when it will be available, or how much it will cost.

But we'll bet yer gonna like it!

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Registration

If you use **WOPR**, § register! It's a sad-but-true fact that it costs money to develop and support a package like this. Think of it as voting for more software of this caliber with your checkbook. Or your company's checkbook. Or both!

In return, Pinecliffe International will give you this solid-gold guarantee: If **WOPR** *or any Pinecliffe International product*, ever fails to live up to your expectations, for whatever reason, just drop us a line and we'll send you a full and complete refund, by return mail, no questions asked. No problem.

WOPR is not "cripple-ware". You have the entire, fully-functional package in front of you, embedded in this file, WOPR.DOC. (You even have the source code, if you want to play with it.) We haven't held anything back. **WOPR** has no run-time "pester screens" begging you to register, no delay loops to infuriate you, no hidden code or missing documentation. We've decided not to work that way, but instead to give you the best we've got. And all we've got. Up front.

In fact, it's Pinecliffe International's policy to try to support **WOPR** users, by mail or via CompuServe, *before* they register. Don't believe it? Give us a try!

Please help us continue this distinctly '60s-style support policy for our distinctive '90s-style software by registering **WOPR** if you use it. We're counting on you. Our families are counting on us!

Register **WOPR**, and you automatically register **Enveloper**, **Dinger**, **2 X 4**, **FileNew**, **WOPRClock**, **Labelit**, and all the other little **WOPR**s, all at the same time. Although it is possible to register Enveloper 3.2 and Dinger 2.0 separately, all subsequent versions of **Enveloper** and **Dinger** will only be available in **WOPR**.

When you register, you will receive:

· A diskette with the ~~latest versions~~ of **WOPR, 2 X 4, FileNew, Enveloper, PS Enveloper,** and **Dinger, i**ncluding bug fixes, the latest tips and tricks, and notices about everything else we're working on;

· A fancy, printed, perfect-bound **Enveloper** ~~manual~~, with a very helpful index (it really comes in handy during installation, when you're curious about a specific feature, and it's a real pain to interrupt the installation and flip through the Enveloper document);

· Your very own **Enveloper** ~~Cheat Sheet~~ to reduce smudging on your envelopes – a true collector's item, suitable for framing, in genuine 67 lb. Vellum Bristol-Cover;

· ~~Unlimited free support~~ via mail or CompuServe for 90 days;

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· Notification and ~~guaranteed lowest prices~~ on new Pinecliffe International products, some of which may surprise you (heck, the way things are going right now, some of 'em may surprise *us!*);

· Access to our trusty friends at Advanced Support Group via their ~~900-number~~, where expert help costs $2/minute;

· ~~Free~~ sign-up to ~~CompuServe~~, with a free $15 usage credit; ~~Discounts~~ on subscriptions to Shareware Magazine;

· ~~Discounts~~ on future Pinecliffe International WinWord macros; and,

In addition, you'll be placed on our ~~mailing list~~ for early notification about upgrades and special offers, particularly **WOPR 2.0**, the version that will work with WinWord 2.0. If you like the **WOPR, 2 X 4, FileNew, Enveloper**, and the rest, we think you'll really like the other goodies comin' down the pike.

Those are the tangible benefits of registration.

Most of all, though, registration entitles you to a hearty pat on the back for helping us keep **2 X 4**, **Dinger**, **Enveloper**, and other Pinecliffe International WinWord titles alive and thriving. We *do* appreciate it! Thanks to you, more great macros are just around the corner.....

WOPR 1.0 registration is $49 for individuals. Companies and organizations pay $45 per user for two to ten users. Site licenses (more than ten users) run $250, plus $25 per user. Sites with more than 100 WinWord users should contact us for details. And if you want to get a break for your educational or non-profit organization, drop us a line.

Enveloper 3.0, 3.1, 3.2 and **Dinger** 2.0 users who registered before July 15, 1991 qualify for big discounts. If you overlooked the upgrade notice sent to you – or don't remember the details – just let us know.

~~To~~

New! Credit Card Registration

Lots of you asked for it. We're trying hard to make registration as easy as can be....

Pinecliffe International now takes MasterCard and Visa, by phone, CompuServe, Internet, UPS, Federal Express, Airborne Courier, DHL, private messenger, 20-yak-team, or even (if all else fails) the mail!

To register by phone, get your credit card ready and call ~~1-800-OK-WINWORD~~. We'll take it from there. Absolutely painless. From overseas, dial the U.S. access code (if any), and then ~~303-642-0604~~.
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To register on-line, send a CompuServe Mail (Easyplex), or "private" message on the MSAPP forum to Woody Leonhard, 74730,1734. (Make sure it's a private message, or one sent by Easyplex, unless you want your credit card number posted to all those MSAPP crazies!) On Internet, just send a message to 74730.1734@compuserve.com.

We'll need the following information:

Your name, as it appears on the credit card

Whether your card is a MasterCard or Visa

The account number

The expiration date

In addition, we would like to know:

Your mailing address

Your CompuServe i.d. number (if you have one)

Where you got your copy of **WOPR**

That's all there is to it. CompuServe mail is reasonably secure; it's extremely unlikely anyone will be able to "crack" it and get your credit card number. Ditto for the MSAPP forum's **PRIVATE** messages. Internet, similarly, has a reputation for being quite secure for personal messages. Something like 20% of our registrations are coming on-line now, and another 20% by phone.

To register by mail with a credit card, simply fill out the form that is at the end of this document. (It's the same document that prints if you click on any of those sentences that say: "To")−There's a space on the registration form for your credit card information.

Viri

Copies of **WOPR** distributed by CompuServe, most Bulletin Boards, and all Shareware distribution companies, are checked for viruses. (In fact, as of this writing, you are more likely to encounter a virus in a commercial product than a CompuServe program!) When you register, the copy of **WOPR** you will receive in the mail will be a direct copy from a double-scanned master, straight off the developer's desk.

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WOPR 1.0

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WOPR is Copyright © 1990-91 by Pinecliffe International, Coal Creek Canyon, Colorado. Certain parts of **WOPR** are also Copyright © 1990-91 by Lee Hudspeth & Associates / Plan B Consulting (a Joint Venture), ENDuser Systems in Boston, and Vincent Chen. Each of these folks – Woody Leonhard of Pinecliffe International, Lee Hudspeth, Jim Lee of Plan B, Ellen Nagler of ENDuser Systems, and Vince Chen – has worked long and hard to make **WOPR** the best collection of WinWord macros ever distributed. We hope you appreciate their hard work – and that you show your appreciation by distributing copies of **WOPR** to friends and co-workers, urging them to register **WOPR** if they use it!

WOPR is distributed as Shareware, i.e., you are encouraged to disseminate **WOPR** far and wide, providing it is distributed in its entirety and without charge (except for reimbursement of media and mailing costs, if applicable); further details on commercial distribution are in accordance with ASP guidelines, and are detailed in the next section.

Pinecliffe International and the other Copyright holders expressly reserve the right to change these distribution restrictions in future versions. **WOPR** 1.0 is distributed without warranty, either expressed or implied, and without guarantee as to its suitability for a particular task. (That's why **WOPR** is Shareware: you get to decide for yourself if it is right for you. But we'll bet you're gonna like it!)

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Association of Shareware Professionals

Pinecliffe International is proud to be a member of the Association of Shareware Professionals. If the concept of Shareware is new to you, please take a few minutes to read this section.

The following was written by Paul Mayer – President of the ASP and author of GRAB Plus – and edited slightly to apply specifically to **WOPR**. (If you have clients or friends who haven't yet learned of the wonders of WinWord and **Enveloper**, you might recommend GRAB Plus to them: it's a top-notch envelope printing utility, and one of the most successful Shareware products around.) Take it away, Paul....

"Shareware distribution gives users a chance to try software before buying it. If you try a Shareware program and continue using it, you are expected to register...

"Copyright laws apply to both Shareware and commercial software, and the copyright holder retains all rights, with a few specific exceptions as stated below. Shareware authors are accomplished programmers, just like commercial authors, and the programs are of comparable quality. (In both cases, there are good programs and bad ones!) The main difference is in the method of distribution. The author specifically grants the right to copy and distribute the software, either to all and sundry or to a specific group. [**WOPR** falls into the "all and sundry" category]

"Shareware is a distribution method, not a type of software. You should find software that suits your needs and pocketbook, whether it's commercial or Shareware. The Shareware system makes fitting your needs easier, because you can try before you buy. And because the overhead is low, prices are low also. Shareware has the ultimate money-back guarantee – if you don't use the product, you don't pay for it.

"**WOPR** is a "shareware program" and is provided at no charge to the user for evaluation. Feel free to share it with your friends, but please do not give it away altered or as part of another system. The essence of "user-supported" software is to provide personal computer users with quality software without high prices, and yet to provide incentive for programmers to continue to develop new products. If you find this program useful and find that you are using **WOPR** and continue to use **WOPR** after a reasonable trial period, you must make a registration payment of $49 ($45 for groups of two to ten) to Pinecliffe International. The $49 (or $45, if appropriate) registration fee will license one copy for use on any one computer at any one time.

"You must treat this software much as you would a book. For example, this software may be used by any number of people and may be freely moved from one computer location to another, so long as there is no possibility of it being used at one location while it's being used at another – just as a book cannot be read by two different people at the same time.

"Commercial users of **WOPR** must register and pay for their copies of **WOPR** within 30 days of first use or their license is withdrawn. Site-License arrangements may be made by contacting §.

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"Anyone distributing **WOPR** for any kind of remuneration must first contact the author (Pinecliffe International, P.O. Drawer 7337, Coal Creek Canyon, Golden, Colorado 80403) for authorization. This authorization will be automatically granted to distributors recognized by the ASP as adhering to its guidelines for shareware distributors, and such distributors may begin offering **WOPR** immediately. However, Pinecliffe International must still be advised so that the distributor can be kept up-to-date with the latest version of **WOPR**.

"You are encouraged to pass a copy of **WOPR** along to your friends for evaluation. Please encourage them to register their copy if they find that they can use it. All registered users will receive a copy of the latest version of **WOPR**" [unless the registration form tells us you already *have* the latest version].

.....Thanks, Paul. Couldn't have said it better ourselves.

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WOPRClock

~~To~~

WOPRClock will display the current time, up on the menu bar, between "Window" and "Help". Once it's installed, you don't need to do a thing.

(Ever see the old Timex ads? Where's Cameron Swayze when ya need him.... wanna see how **WOPRClock** works?... here, drop your NEC 4D into this tank of water.... good, now strap it onto this Evinrude outboard motor... bring the cords over here... now stand back... Cameron, watch out, don't want to splash on that spiffy double-breasted suit.... swoooooosh.... take it up to the red line, Cameron... there – 5,000 rpm.... Cameron, that's far enough.... throttle it back now... look, Cameron, look!.... <studio audience applauds, tight shot on right side of WinWord command bar as water beads off 4D's screen>... you can see it for yourself.... **WOPRClock** keeps on ticking and ticking and ticking!)

What duzzit do?

Every minute **WOPRClock** will take very brief control of WinWord, turn you cursor into an hourglass, and update the time. If you blink, you'll miss it. Just act as if it didn't happen.

Installation

The **WOPRClock** installer will want to know if you want to display the date as well as the time (it takes just a little extra room on the menu bar). And it will want to know if you want to automatically start **WOPRClock** every time you start WinWord. That's it. Neat and easy.

The installer will stick two items in your Utilities pull-down menu – "Start WOPRClock" and "Stop WOPRClock" – so you can get rid of the clock any old time, and bring it back to life again, should the mood strike.

Behind the scenes, you will get two new macros, WOPRClock and StopWOPRClock. If you ask to have **WOPRClock** started every time you crank up WinWord, and you don't already have an AUTOEXEC macro, one of those will be created, too.

Nobody expects you to spend $49 for a little clock. But it *is* pretty nifty, no? Just another reason to register all of **WOPR**, at an amazingly low price.....

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Technical Details and Oddities

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WOPRClock doesn't appear to interfere with much of anything, including Macro Assign to Menu, which we were quite concerned about. The only real hang-up is if you've gone through the gymnastics necessary to change the name of the "Window" pull-down menu. (If that's the case, **WOPRClock** is easy to hack to handle the situation; and if you've figured out how to use the WordBASIC command "RenameMenu" to change the name of the "Window" pull-down menu, you already know almost all of the tricks in **WOPRClock**! You might have problems if a macro uses MacroAssignToMenu without checking the name of the final pulldown menu first. But that's not highly likely at this point.)

WOPRClock's approach to AUTOEXEC is extremely simplistic. If you already have an AUTOEXEC, it adds one statement – WOPRClock – to the very beginning. If you don't have an AUTOEXEC, it creates one, and sticks in that same statement. If you have a fancy AUTOEXEC, we offer our apologies (and perhaps our condolences!), and urge you to ... er ... just say "NO" when asked if you want **WOPRClock** to appear automatically whenever you crank up WinWord. Simply edit your own AUTOEXEC to execute **WOPRClock** wherever it's appropriate.

The only consistent conflict we've found with **WOPRClock** is in the Macro Edit debugger, when you STEP through a macro. If you STEP and **WOPRClock** "ticks", you'll be sent back to the beginning of the macro. Why? Who knows? But it seems to be a common problem with all OnTime macros; a more cynical soul might call it a bug. The solution? Stop **WOPRClock** whenever you're trying to STEP through a macro. That's why StopWOPRClock was invented.

Alex Howard reports that if he flips back and forth between short and long menus hard enough, **WOPRClock** will ultimately start displaying in stereo! Don't worry. If it happens to you, you aren't going blind. Just exit WinWord sometime; when you come back, time will revert to mono. Just check for us, please, should it happen to you: in this stereo universe, does time still run forward? Always wondered about that......

For the real Hackers out there: be aware of the fact that OnTime, the WordBASIC command that makes **WOPRClock** "tick", can only accommodate one macro at a time. Consult the Hacker's Guide, page 230, for details. Because of this WinWord oddity, StopWOPRClock will stop *any* OnTime macro, and start **WOPRClock** at 23:59.

If you use Winker as a screen blanker, Winker .... uh ... thinkers that WOPRClock is tickling your ivories, or doing whatever is necessary to keep a screen blanker from blanking the screen. Maybe Son Of Winker will be a bit smarter? Just a thought.....

Thanks to Tom Foss for the idea (and code!) that places the date next to the time.

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LABELIT

~~You really need to read the installation instructions before installing Labelit.~~
~~<Trust us!>~~
~~There's a file floating around, AV5164.LAB, that you have to customize first.~~

~~To~~

Labels are a constant headache for many WinWord users. You have to learn File Print/Merge, how to set up data documents and merge fields, use the right template, and on and on.

Well, **Labelit** won't solve all your label printing problems. No way. It's very, very specific. But if you can stand to do labels the way **Labelit** does labels, you'll find it's amazingly simple. If you know how to use **Enveloper**, you already know almost everything you need to know about **Labelit**.

When people talk about "printing labels", they're usually talking about one of two things: they either want to print a gazillion little labels at a time, or they want to print one label right now to slap on a manila envelope. **Labelit** won't help you at all with printing gazillions of labels. For that, we leave you in the clutches of WinWord's Print Merge, with its data docs and merge docs and header docs and doc docs and..... and offer our sympathy.

Labelit attacks the problem from the other direction: if you want to print one or two or three labels at a time, just as you would print an envelope or two at a time – no data documents, no merge bookmarks, just a straight "grab" from your letter – then you should look at **Labelit**.

If you have never used **Enveloper**, stop right here. Go find **Enveloper**. Play with it for a day or two. Pay particular attention to how **Enveloper** "grabs" addresses, and to the installation variable called "SkipLines". Once you're reasonably conversant with **Enveloper**, come back here. **Labelit** uses the **Enveloper** "grab" routines, and there's no better place to learn about those than in the original **Enveloper** itself.

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Do not ever, under any circumstances, *ever* feed the same sheet of labels through your printer more than once.

Yeah, you can hack **Labelit** to print partial sheets of labels, but don't do it. You may save a few cents on a couple of labels, but some day – maybe not this week, this month or even this year, **Pinecliffe International**

but some day – you'll get one of those labels jammed into the print mechanism. And you'll pay much, much more to fix the bloody thing than you ever saved on little labels.

Labelit works with just one type of label, the Avery 5164 (or similar, if you can find something similar). And it only works on printers that let you manually feed sheets down the middle of the paper feed area (although modifying the label templates to work on almost any kind of printer is pretty easy; some tips are in **Step 2** below).

If you can live with those constraints – and the fact that **Labelit** won't re-print a used sheet of labels – well, have we got a label printer for you!

Avery 5164 labels are fairly large. Each label measures 3.33 inches tall by 4.0 inches wide, which gives you plenty of room for a logo or fancy return address, plus room for a bold 14-point addressee. Like this:

<div align="center">

Mom And Pop Software
"The Best Stuff Pop Can Write With The Rug Rat Runnin' Around"
One 'Softie Way – Building 3
Redmond, Washington 98073

Printed by Word for Windows/Labelit 1.0

</div>

Bill Gates, Editor Emeritus
Hacker's Guide to the Univers
4 Mile Post
Dirt Road
Coal Creek Canyon
Golden, Colorado 80403

Avery 5164s come six on a sheet, but the sheets are perforated vertically down the middle, so they're easy to separate into two strips of three labels each. That's how you feed 'em into the printer: three labels at a time, right down the middle. No jams. No right-side-up vs. upside-down hassles. No Mickey-Mousing around.

What duzzit do?

Here's the idea behind **Labelit**: Type your letter the way you always do, then print it. Click on Utilities then **Labelit**. **Labelit** will grab the addressee, in exactly the same manner as **Enveloper** (look in the **Enveloper** documentation for details). Check and make sure the address was grabbed correctly – just like **Enveloper** – and click OK. **Labelit** collects three addresses in this **Pinecliffe International**

way, and when it has three addresses ready, it prints a strip of three labels – after warning you, politely, to manually insert the labels into the printer, of course!

If you can't wait for three addresses, you can tell **Labelit** to dump what it has. Click on Utilities then **Labelit**, and pick one of the choices that force **Labelit** to print all the labels it has stored away. You may waste a label or two, but you get that label you wanted out, like, right NOW.

If you're typing a bunch of letters and follow the normal sequences of events, the output hopper of your printer will contain Letter #1, then Letter #2, then Letter #3, and then a strip of three labels to go with those three letters. Next you'll find Letters #4, #5, #6, and another strip of three labels. And so on.

That's all there is to it. Easy, no?

Some people think **WOPR** is worth $49 just for **Labelit** – but *wait!*, you get this fancy Gonzo Ginzu knife, with a matching set of nine snake knives, and *look at this!* if you order today only, you'll receive this Veg-Uh-Matic **Pro**, too... it slices, it dices, it splices, and it'll load into your UMB, guaranteed, but *there's even more!* if you order by credit card in the next ten minutes.....

~~To~~

Installation

This is the toughest installation of all the Little**WOPR**s. So take your time, read the instructions thoroughly, and make sure you finish each step before you start a new one. If you're new to WinWord, you should learn how to use **Enveloper** first; and even if you know **Enveloper**, you should still plan to spend *at least* an hour putting **Labelit** together.

Step 0 – Buy a box of Avery 5164 labels!

Step 1 – Find the sample label file (or "template", if you insist). One of the files that ships with **WOPR** is called ~~AV5164.LAB~~. It's probably in the same directory that you're in right now; and if you followed the WOPR unpacking instructions, that will probably be C:\WINWORD\WOPR. Click on File then Open to open up AV5164.LAB. See the three labels? Neat, huh....

Step 2 – Get your name and address, logo, picture, or whatever onto the top of the three labels. If you're doing this for the first time, try typing in your return address (three times!) and formatting it with the nicest font(s) you can find. If you want your logo in there, try creating something about 3.8 inches wide by 1 inch high or so. Then use Insert Picture (or the Clipboard, or whatever) to put it in AV5164.LAB three times, at the top of each of the three labels.

There's a lot of leeway customizing AV5164.LAB. Mostly, you should try to keep the return address area (above the paragraph mark for the addressee) under 1.75 inches; that way there will be plenty of room for the addressee. You can delete the "Printed by Word for Windows / **Labelit** 1.0" line if you like, and the horizontal lines, too. Format the paragraph mark for the **Pinecliffe International**

addressee with whatever formatting you want the addressee to pick up – we use Univers 14 point bold, with "Auto" Paragraph Line setting, but you can use whatever you like.

If your printer doesn't have a feeder slot that centers manually fed paper, you'll have to monkey around with AV5164.LAB until it registers properly on your printer. Click on Format Document and work with the left and right margins. On an LJ II, for example, with a hard-right manual feed, make the left margin 0.25 inches and the right margin 4.25 inches. If you have a far-left feed, make the left margin 4.25 inches and the right margin 0.25 inches.

Euro**Labelit**es will have to play with the settings until they print right – sorry, but there's a huge variety in metric labels.

Labelit has only one hard-and-fast requirement for AV5164.LAB: you *must* have three bookmarks, called NameAddress1, NameAddress2, and NameAddress3, planted where you want the first, second, and third addressees to go. That's it. Before you save your customized AV5164.LAB, double-check and make sure you didn't clobber any of those bookmarks: just hit F5 twice quickly and double-click on the bookmark names, one at a time.

Like the way your return address/logo looks? Great! Click on File Close to save AV5164.LAB. (And think seriously about keeping a backup copy somewhere, just in case Labelit screws up and destroys AV5164.LAB, or you want to experiment with your return address without playing on the "live" file.) Make sure you know where the file is: to make your life easier, jot down the fully qualified name, like C:\WINWORD\WOPR\AV5164.LAB. You'll need that file name in Step 4.

Step 3 – Find out what "SkipLines" value you're using now in **Enveloper**. You may as well make **Labelit** work the same way as **Enveloper**. Click Macro. Click Edit. Double-click on **Enveloper** (or whatever name you gave **Enveloper** when you installed it). Scroll down past the Font info and the Notes. You'll find a line that says "SkipLines=". That's the number you want. Write it down and click on File Close.

Three notes:

1) If you don't know what SkipLines is, you don't use **Enveloper**, and you don't care to learn, then you'll survive with a SkipLines of -1 (minus one).

2) If your **Enveloper** macro currently has a SkipLines value of -1, that means you installed **Enveloper** with SkipLines turned off. If you don't mind highlighting addresses all the time, that's OK. But if you want to save yourself a bunch of time, check the **Enveloper** documentation (page 20 in the fancy printed manual) and experiment with various values of SkipLines. You can do that without re-installing **Enveloper** by following the instructions here and just changing that one number from SkipLines=-1 to, say, SkipLines=6. Easy!

3) Yes, we did think about scanning your **Enveloper** macro and coming up with

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Labelit's SkipLines automatically, but there were too many potential problems with re-named (or even not-installed!) macros to make the procedure bullet-proof. Sorry.

Step 4 – The hard part's over. Now all you need to do is click up at the top of this section – the box that says "To Install **Labelit** Double-Click Here" – and follow the instructions. You'll have to type in the fully qualified file name for your AV5164.LAB file, and pick a SkipLines. The installer takes care of everything else.

Step 5 – Try it! Type a letter. Click on Utilities Labelit – three times, if you like. Take out a sheet of 5164 labels and split 'em down the middle. Feed it into your printer. Violà!

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Technical Details and Oddities

A couple of notes on the design decisions that drove **Labelit**: Our choice of the Avery 5164 label was quite intentional – we wanted a small number of labels on a sheet that wouldn't jam in a LaserJet. By limiting **Labelit** to half-sheets of 5164 labels, we guarantee that you'll never waste more than two labels in any run.

Likewise, the choice of an **Enveloper**-like "grab" was quite intentional. Most people who want to print gazillions of labels already have a data document set up. That doesn't happen too often in our office. But we need onesey-twosey labels almost every day. And we'd be willing to bet it's the same way in your office, too.

If you Hackers out there want to try your hand at a label size other than the Avery 5164, well – *surprise!* – we built some hooks in for you. If you take a look at the **Labelit** macro, you'll see that it's ready to work with more than three labels on a sheet. All you have to do is come up with a template, a-la AV5164.LAB, that matches your labels and includes bookmarks planted where you want the addresses to go. The bookmarks must be called NameAddress1, NameAddress2, and so on. Simply change NumLabels up at the beginning of the **Labelit** macro, and the LabelTemplate$ file name, and you should be on your way. **Labelit** is so smart it'll even work with one-up labels, so if your one-on-a-sheet label doesn't match the **Enveloper** "Small #6 letter" size, give **Labelit** a try. You might be pleasantly surprised.

If you come up with an interesting template for a common label size, let us know! We'll update the **WOPR** distribution disk with new examples as we get 'em.

Some more adventurous **Labelit**es may want to print on pre-printed labels – yeah, we know, sometimes the boss insists that the logo has to be in four colors. If you do that, please make sure you deal with a printer who understands the nature of laser printers. You need a special kind of ink, and you should be absolutely sure the printer will pay your repair bills if one of the labels flops off inside your LJ!

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There's no big secret to the printing media, though: they'll probably recommend the AV5164 itself, or an offset label of the same size.

Before you hire-out a big, expensive printing job, though, make sure you take a look at how well the LaserJet III (and its brethren) print on AV5164s. That Resolution Enhancement Technology is slick, and **Labelit** on an AV5164 gives you an amazingly clean print, with no smudging the way envelopes have a tendency to do. If the boss likes it, you might save enough to buy a new LaserJet!

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WOPR 1.0

VIEWER

~~To~~

Ever wonder what's really *there?* You know, you see something on the screen, and you wonder what in the world it's supposed to be? Ever feel like grabbing your monitor and strangling it slowly, demanding that it divulge the real character behind the ... *thing* ... you see?

When you use **Dinger**, do you ever wonder if it really gave you character #183, and not character #182 or #184? Or do you have a Glyphix font that prints a "¼" where your screen shows the same exact character as a "½"? Ever wonder which character number is *really* being fed to the printer?

Well... wonder no more. **Viewer** is here.

What duzzit do?

Select the thing that's bugging you (highlight it or "turn it black") – a character or two, a sentence, a picture, even an entire document. Click on View, then Characters. **Viewer** will step through each character in your selection, one at a time, and give you both the character number and the ANSI Windows representation of that character.

Installation

Just click on the box up above. The installer gives you a new global macro called "**Viewer**", and inserts a new command on the "View" drop-down menu: View Characters. There are no install-time options, so just click and stand back.

Technical Details and Oddities

If you're new to the WordBASIC game, you're going to discover some interesting things. For example, you'll find that the paragraph mark is actually *two* characters – number 13 and number 10 – melded together and inseparable. You'll find that a field, any field, comes up as a character number 21. Plain pictures (not imported ones) are character #1. And on and on.

Have fun exploring!

And.... thanks once again to Eileen Wharmby for helping us think through this LittleWOPR.

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WOPR COPY LIBRARY

To

Remember how we told you that **WOPR** only had office-related stuff, and that if you're an aspiring WordBASIC programmer or other worse-than-senseless-Hack, you'd need to look somewhere else for hard-core programming stuff?

Well, we lied.

So there.

We couldn't pass up the chance to give you a whole bunch of useful little WordBASIC routines, ones that you can get at by just clicking and copying. If you aren't interested in WordBASIC, don't know a macro from an anthill, and/or couldn't care less, then please flip the page. There's still a lot of fun office stuff, starting on the next page.

On the other hand, if you'd like some nifty WordBASICThings dumped into a WinWord global macro called **WOPRCopyLibrary**, just double-click on that box up there.

What duzzit do?

Once you've installed it, using the **WOPR Copy Library** is very easy: just click on Macro then Edit then double-click on **WOPRCopyLibrary**. It's all there for your perusal. We only ask that, if you use any of the routines for commercial purposes – or if you distribute them yourself – please let us know. If you ask, we'll let you use 'em. Promise. We just want to keep track of where they go.

Installation

Click on the box up above. The installer creates a new global macro called "WOPRCopyLibrary". There are no install-time options, and nothing is added to your menus.

Technical Details and Oddities

There are several new things in the **WOPRCopyLibrary** – including things we missed in the Hacker's Guide, version 1.10a. It's well worth a look.

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FANCY KEYS

~~To~~

At the risk of turning WinWord into a WurdPerfect clone, there are a small number of key re-assignments that have proven themselves to be real timesavers.

What duzzit do?

If you install Fancy Keys, you will have an opportunity to change the way certain keys work (they're called "key re-assignments"). Pick and choose from among the ones offered here to make your life a little easier:

Em-Dash: The numeric key pad's minus key "-" can be changed to an em-dash – that's the loooong – dash –. This is probably the most heavily used key re-assignment going. Works like a champ if you have a numeric keypad, and it doesn't matter one whit if you have "NumLock" turned on or off.

Bullet: The numeric key pad's plus key "+" can be changed to a "nice" · bullet from the Symbol font. It's even Qwiker than QwikSymbol!

Smart Superscripts: You can set up the Alt+S key combination to switch selected text to Superscript. This is a "smart" Superscript – most people like it better than the button on the ribbon. Why? It's smart enough to force the paragraph to stay at its current line spacing. (Never noticed how that works? If not, go up to one of the paragraphs up above this one. Select a few characters by highlighting them or "turning them black". Now click that little Plus-Sign, just to the right of the double-underlined "D" up on the Ribbon. See that? The whole line jumps down. Very, very frustrating! And when you print a line like that it looks like .... uh .... Supercrap.)

Anyway, using the smart Superscripter is very easy, once you've installed it: just select the text you want to turn superscript by highlighting it or "turning it black", hold down the Alt key and press "s". Boom. Perfect superscripts every time. And no funny expanding and contracting lines.

Real Tabs: If you've ever used the tab key inside a table, you know it's a mixed blessing. Outside a table, a tab is just a tab: it moves you over to the next tab stop, no biggie. But inside a table, the tab takes on this Mr. Hyde-like nature, where it always flops you from table cell to table cell. Some of us (and we won't mention Woody by name) get very, very confused when trying to use tab stops inside a table. You know, just a regular old tab? Inside a table, if you want a tab, you have to remember to use Ctrl+Tab. We want a tab to be, well, to be a *TAB*, not an arguably inconvenient table hopper.

So another Fancy Keys option lets you disable the WinWord table Tab-monstrosity and restore
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the lowly Tab to its rightful function, both inside and outside tables. And we aren't the least bit biased. Harumph.

Installation

If you want to make any of these key assignments, double-click on the box above. You'll have a chance to pick and choose the ones you like, and **WOPR** will do all the work. The appropriate macros will be generated, all beginning with the name "FancyKeys", and the indicated keys will be assigned to those macros.

Technical Details and Oddities

We're stalwart anti-multiple-key-combination bigots up here, so each of these key assignments really had to pull its own weight. We've only included ones we use every single day – in the case of the em-dash, probably dozens or hundreds of times a day.

Haven't hit any oddities. Yet.

The Real Tab option just intercepts Tab every time it's pressed and inserts a Character #9 – a tab character! (That was a real intellectual exercise, no?) Ctrl+Tab is turned into a NextCell. And, yes, NextCell when run from the last cell in a table generates a new row, so it works just like the built-in Tab abomination.

We avoided using the number pad's asterisk (which would've been a *much* better choice for the bullet), because it's double-mapped on OmniKey keyboards. At least that appears to be what's happening with the asterisk below the OmniKey's right shift key.

That's all the hocus-pocus. If you want to re-assign the more pedestrian keys to any of the Fancy Keys macros, it's a piece of cake with Macro Assign to Key; if you want to assign oddball Alt-key combinations, get a copy of Guy Gallo's GTOOLS (from, e.g., CompuServe's MSAPP forum, library 12) and look at MacroKey. If all else fails, use the MacroAssignToKey WordBASIC command.

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KILLER

~~To~~

Ah, the hue and cry! "Why can't I delete a file from inside WinWord?" people have asked for ages. Why, indeed! Well, now (with a few very unusual exceptions), you can. At last.

What duzzit do?

Killer (catchy name, no?) puts a Delete command on your File menu. To use it, you open up the file you want to delete (an intentional catch so you *have* to see the file before you deep-six it), click on File, then Delete. **Killer** will verify that you want to delete it. Then ... poof! It's gone. Kaput. Into the bit bucket.

There's a good reason why this hasn't been implemented in WinWord. And, no, it has nothing to do with keeping you from shooting yourself in the foot. It's a technical problem that, in certain circumstances, prevented WinWord from reaching out and ... ahem ... *touching* – more appropriately, *clobbering* – a file.

It's taken more than a year for the WinWordDeveloperGroupies to get a handle on the problem: as we understand it, in most (but possibly not all) cases, WinWord can't delete a file if something from inside the file is still on the clipboard. Weird, no?

Soooo.... now you know the trick behind **Killer**. If **Killer** can't readily get rid of the file, it asks your permission, then goes into the clipboard and zaps it out. That almost always loosens things up enough so the file can be deleted. If it still can't delete the file, it gives up. Simple.

Worth repeating: **Killer** only zaps out your clipboard *if you give your permission.*

Installation

Click on the box up above. The installer creates a new global macro called "FileDelete". There are no install-time options. "Delete" is added to your File menu. That's all.

Technical Details and Oddities

Killer is very conservative. If there's any chance you might not want to proceed with the file delete, **Killer** bails out. And if **Killer** has any problem deleting the file once the clipboard is zapped out, it just quits.

If you encounter a situation where **Killer** fails to delete a file, we're all ears! Write down as much detail as you can, and we'll try to figure out a better way for the next **Killer**.

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Thanks to Dick Smith for tossing this idea our way!

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WOPR 1.0

WORD COUNTER

~~To~~

Are you a working wordsmythe? Stumbling to fill out the few remaining syllables of an 800-word column? Do you need a word count, like, yesterday – and never mind the Edit Summary Info, click Update, look at the number of words, click OK routine.....

Well, you got it. Here's the **WOPR Word Counter**.

What duzzit do?

Word Counter will count the number of words in the current document. It performs that mundane chore by simply asking WinWord what's in the Edit Summary Info box. And it shows you how many words you have unobtrusively, down on the status bar, at the bottom of the screen.

But wait! There's more!

Word Counter is smart enough to know if you're in a macro, and it will count the number of words in the macro, (yeah, y'all don't need that, but *we* do!), and......

If you select more than 100 characters before cranking up **Word Counter**, it will count only the words in the selection. Nifty, eh? Well, don't get too excited. The counting is pretty slow, and it'll destroy your clipboard. But at least you're warned in advance about the clipboard, and it really isn't all that slow, unless you're the impatient type.

What? Got nuthin' better to do than count words while you're having a little writer's block, eh? Heh heh. We know the type......

Installation

Double-click on the box up above. You'll have a chance to put **Word Counter** on your Utilities drop-down menu. And you'll also be asked if you want to assign it to the Alt+C key combination. The installer creates a macro called **WordCounter**, and assigns it however you choose.

Technical Details and Oddities

The Alt+W word count on a selection can be slow: your selection is copied to a new document, and the words in that document are counted. We haven't figured out any faster way to do it.

We decided to use Alt+C as a key combination because if you forget and use Alt+W, you'll just drop down the Windows menu – no harm done, and you'll see your mistake right away. Ctrl+W
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is not nearly so benevolent! So Alt+C it is. You can change it, of course, any old time, by using Macro Assign to Key and hitching a key combination to WordCounter.

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WOPR 1.0

A Handy Registration Form

Woody Leonhard, President
Pinecliffe International (w10)
Post Office Drawer 7337
Coal Creek Canyon
Golden, Colorado USA 80403

Dear Woody:

Enclosed is my registration fee for **WOPR** 1.0.

I would like to register as (check one):

Name and Address:

Contact Person (if appropriate):

CompuServe i.d. number (if available):

[ ] I've enclosed a check (in U.S. Dollars, drawn on a U.S. bank) or postal money order payable
to "Pinecliffe International" in the amount of: $

[ ] Please charge my [ ] MasterCard   [ ] Visa, Account:
Expiration Date: For the amount of: $

REGISTER BY PHONE! CALL 1-800-OK-WINWORD, have your credit card handy

I got my copy of **WOPR** 1.0 from: (No, we aren't checking up
on people! We're trying to see which bulletin boards, Shareware vendors, etc., are best for
WOPR. If you got the package from a friend, just say "a friend", if you like – we don't need a
name.)
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Sincerely,

P.S. Things I would like to see in the next **WOPR**:

* We count users the same way as Microsoft, i.e., you should register one copy of WOPR for each copy of WinWord.