

# OTTAWA PC NEWS

The Newsletter of the Ottawa PC Users' Group (OPCUG)

## Club News

# Newsletters now available on The PUB

by Chris Seal, Newsletter editor

The club is now uploading the monthly *PC News* to The PUB. However, unlike the earlier saved newsletters which were just

the text, these new files, when read on your computer, look like the printed version, graphics included. In fact, they look better because they are in colour. A bonus is that you can

## INSIDE

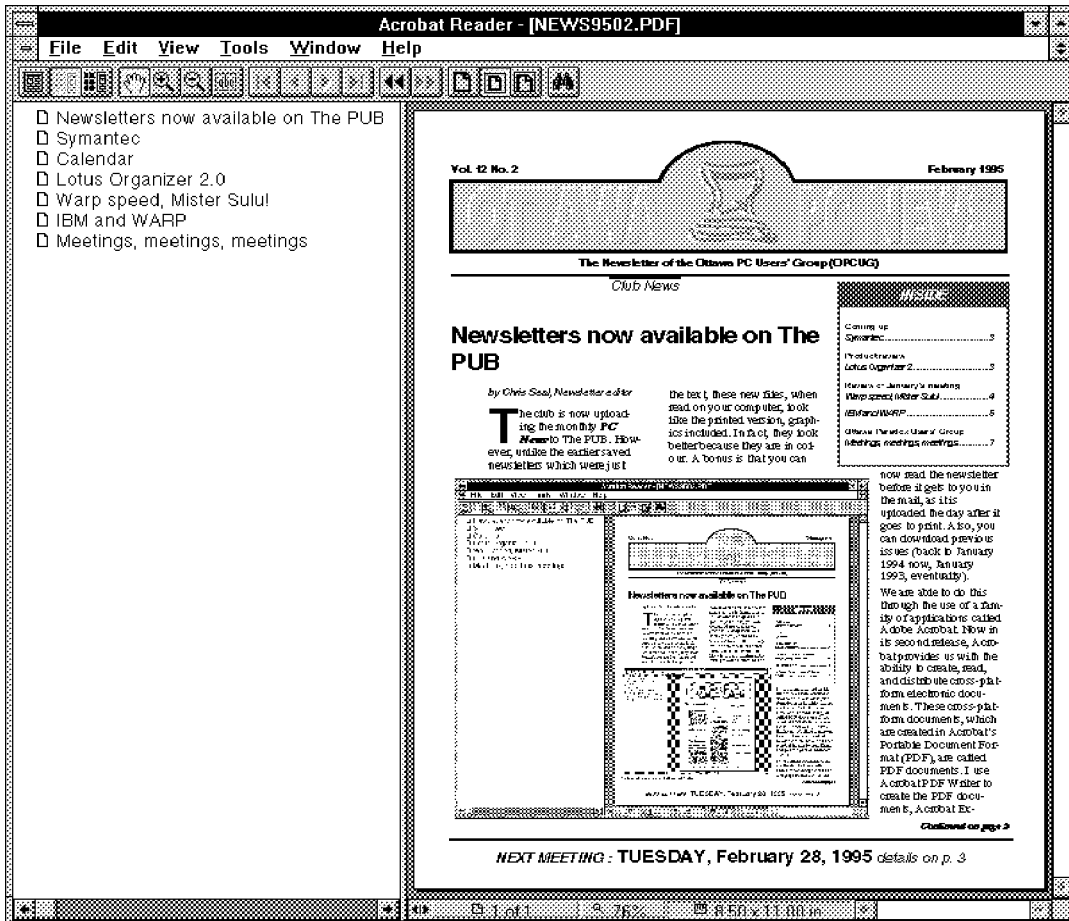
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now read the newsletter before it gets to you in the mail, as it is uploaded the day after it goes to print. Also, you can download previous issues (back to January 1994 now, January 1993, eventually).

We are able to do this through the use of a family of applications called Adobe Acrobat. Now in its second release, Acrobat provides us with the ability to create, read, and distribute cross-platform electronic documents. These cross-platform documents, which are created in Acrobat's Portable Document Format (PDF), are called PDF documents. I use Acrobat PDF Writer to create the PDF documents, Acrobat Ex-

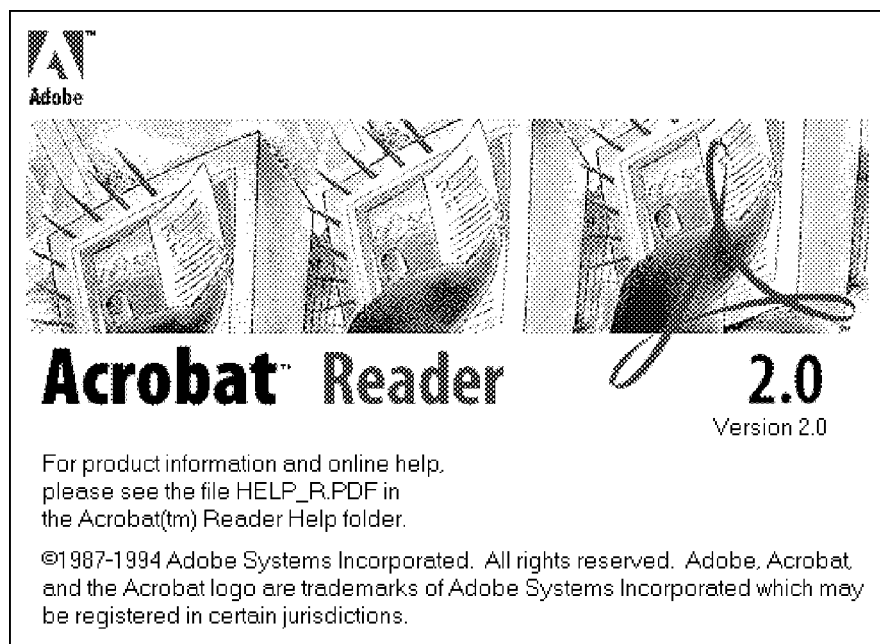
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change to build navigational links in them, and Acrobat Reader to view them. You need Acrobat Reader to view them, and you can get the reader off The PUB.

I use Ventura Publisher to create the finished newsletter from a set of independent text and graphics files. When the

gational links such as text flows, hypertext links, and bookmarks, to make it easy to find and read articles.

Because of the multi-columned format, and the fact that some articles are continued on other pages, it would be difficult to scroll around the document on screen. So I link all the text columns in each article, which en-



newsletter is ready, I print out to a postscript file, which I upload to the newsletter printer's bulletin board. In my computer, the newsletter remains a set of text, graphics, and Ventura files.

Once I have uploaded the newsletter to the printer, I make another version of it (in colour) specially for viewing on the screen. I print the newsletter to the Acrobat PDF Writer, which I select from the list of printers, and a PDF document is created. Using Acrobat Exchange, I can add navi-

ables you to click on an article, read what is visible, then click in the article to bring the next group of lines into view. Although you can go to specific page and read what is there, I have added two types of links to make it easier and quicker to get where you want to go. Each entry in the table of contents on the front page is linked to the start of the article. Simply clicking on the item in the table of contents opens the page where the article begins. Also, I have tagged the start of each article with a bookmark.

You can make bookmarks visible to the left of your screen, and they are also available from the menu. Clicking on the bookmark takes you directly to the referenced item. You can also search the document for specific words. Although there is no paper manual for the Reader, there is ample on-line help.

To read the PDF documents you use the Reader application. This is a freely distributable Windows application, and is available on The PUB as ACROREAD.ZIP. Once you get it, unzip it and install it through the Program Manager. For those of you who cannot afford the time to download the reader program (it is over 1Mbyte), it is also available on disk from the software librarian (a fee for the disk is required).

ACROREAD.ZIP, and the newsletter PDF documents are located in the 'OPUG Newsletters' section of the File—Text area on The PUB. The newsletter file names follow the format NEWS9412.ZIP, NEWS9502.ZIP, where the number is the year and month of issue.

Currently, all of 1994's issues are available as PDF files, as well as the two most recent 1995 issues. I have not introduced text flows, hypertext links, or bookmarks into the 1994 versions, but have done so for the 1995 issues. Given enough spare time, I shall upload the 1993 issues in this format.

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# Symantec

Come out to February's general meeting to see Blair Canavan show Symantec's revamped line up of products. Since Blair's last presentation to the club there have been many changes, not only to Symantec's product line but also to their corporate family.

Blair is currently on vacation abroad, making it difficult for our regular **Coming up** contributor, Julie Dustin, to interview him for this article. We couldn't find a way to send Julie, on the Newsletter's budget, to track him down.

## Calendar *(subject to change)*

**General Meeting Location:** Sir Robert Borden HS  
131 Greenbank Road

**General Meeting Time:** 7:30 p.m. to 10 p.m.

| Date                 | Topic         |
|----------------------|---------------|
| Tuesday, 28 February | See this page |
| Tuesday, 28 March    | Cisco Systems |
| Tuesday, 25 April    | Lotus         |

**Beginner's SIG:** during Eric Clyde's absence, Harry Gross will hold the Beginner's SIG meeting.

### Winners

The following members won a copy of OS/2, courtesy of IBM, at the January general meeting:

- Jean-Jacques Dromard
- Normand Fisher

- Vern Whidden

At an earlier Internet SIG meeting, Gordon Phillips won a copy of 'How to advertise on the Internet' courtesy of Phoenix Technologies.

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## Product review

# Lotus Organizer 2.0

by Harald Freise

I hate to admit it but for a personal organizer I am still vulcanized to my paper-based pocket daytimer. I've been that way since 1971. On the other hand Lotus organizer comes closest to that and looks like an "on screen" daytimer for maintaining name and address files and personal appointments. With version 2.0 released in December 1994, Lotus has had the sense to leave the interface alone yet add more functionality to it and eliminate many of the version 1.x limitations.

Organizer still looks like a tabbed notebook. There are

separate sections for appointments, to-do items, address book, calls, a project planner, notepad, and anniversary dates. The interface remains clean, simple, and very intuitive.

### Address Book

You can now change address field labels in Organizer 2.0, which has more fields to start with, but you still can't add custom fields. For basic functions the manual isn't required reading. For example, to add an entry, you double-click on the address book, which has room for both business and home address information.

You can transfer addresses by DDE to other applications. For example, drag a name with the mouse to another address-book entry and you establish a link. A small link symbol indicates the entry is linked to another. When you click on the link symbol, you see a list of the linked items.

### Calls

Keeping track of incoming and outgoing telephone calls is a breeze. Notes in a Calls section can include the name, company and address of the other party, as well as status of the call such as left message,

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# Warp speed, Mister Sulu!

by Alan German

**T**he January meeting featured Doug Heintzman from IBM who attempted to answer the question "Is OS/2 half an operating system—or does it truly run at the speed of light?" Evidently over a million computer users believe something like the latter, as IBM shipped that number of copies in the first three months following release of OS/2 Warp 3.0.

Many members at the meeting might also have believed this to be the case; however, unfortunately, Doug got so carried away telling us how good the system was that he almost forgot to show us! This was a great pity since Doug has been known to give great demos of the software at various computer shows and, for this meeting, had the world's biggest (and most expensive) projection system which filled the entire back wall with desktop! But, someone should tell people who use "slides" that you can't put three sets of text and two graphics on one slide and expect the audience to be able to read anything.

## DOS and Windows support

I expect that everyone knows that the current version of Warp uses your existing DOS and Windows software to run DOS and Windows applications. The next version of

Warp, to be released very shortly, will have both DOS and Windows support built in. Selling at a higher price, because of the additional code included, the new version is designed for installation as a single operating system on new machines. Doug insisted that this new version will ship soon. Someone should have suggested that IBM take a novel approach—call it Warp 95 and actually ship it in 1995!

## LAN client version

OS/2 Warp is just one of a family of operating systems. Also promised soon is a LAN client version. Evidently this will be a bargain, one low price for multiple LAN requesters. Should be great for users who access multiple LAN's! Other upcoming versions include OS/2 for the Power PC, OS/2 LAN server, and OS/2 for SMP (symmetric multiple processors).

## New features

Some new features in Warp include a launch pad (tool bar) which can be fully customized, an enhanced on-line tutorial, and some really cool stuff—like the ability to undo an "arrange icons" command, and the capability to archive and retrieve up to three custom desktops (freedom from the kids' meddling at last!)

Another major feature is the bundled "bonus pack" of applications. This includes a suite

of applications named Works (word processing, spreadsheet, database management, PIM, and charting packages). Also included is a communications package, and a complete suite of Internet applications (telnet, ftp, gopher, news reader, and web explorer).

## Fast demo

The actual demonstration of the good stuff was squeezed into the dying minutes of the presentation and so we really did get the lightning tour of OS/2. Warp's ability to multi-task applications was demonstrated by running two multimedia sessions—two movies with two different sound tracks running concurrently. (I never did understand why anyone would want to do this!) For some reason, Doug had chosen to demonstrate only software that shipped with OS/2, DOS, or Windows. EDIT and Clock were pretty exciting, but comments from the rear of the room suggested that members would have been more impressed by seeing some "real" applications running—and performing (or not!)—together in real time.

Nevertheless, we also got a quick demo of the mail package's ability to include any kind of file, including a graphic image, as part of a message. And, if you could follow all of the mouse clicks in the last flurry of activity, Doug demonstrated the power of

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# IBM and WARP

by Don MacMillan

**W**ARP appears to be a great 32-bit operating system. Warp retails for \$129 but the Ottawa street-price is as low as \$99. WARP contains an "Internet Access Kit" for telephone-line access to Internet. WARP as shipped in mid-October has numerous bug fixes available. Good! WARP "Full-Product" (which includes Windows) will be available by the end of February 1995. This will also include all the Warp bug-fixes. Good! Warp can run over 200 simultaneous DOS and Windows sessions (if you have enough memory). Each session gets its own unique environment. Good!

## Critique

WARP appears to be a great product, but the organization of the talk by the IBM spokesman left a lot to be desired. Too bad! Here was IBM with one of the most publicized treasures in-hand, over 300 eager PC club-members awaiting the presentation (many of them already having some experience with Warp), and the

presenter spent too much time positioning the product. The writer and most others didn't come to hear that stuff. At 8:45, IBM realized that he had only 15 minutes left to show-off Warp. That's a mockery! He then proceeded to rush through (I mean rush!) some of Warp's features. What a missed opportunity!

## The demonstration

When Warp was finally demonstrated, IBM skimmed through the following features:

- the ease of the drag-and-drop, using the object icons
- built-in tutorials
- Internet access
- undo arrange command (for users who have just accidentally erased all of their on-screen icons)

## The future

The future looks good for OS/2 and WARP. Some major software vendors have committed to redesigning their flagship products to run under Warp. (Corel and Computer Associates were mentioned as examples.) Several PC vendors

are now shipping their units with Warp installed. IBM is now in the black: after 3 years of dwindling stock-market prices, they seemed to have turned themselves around. This will help all users.

## The next OS/2 presentation

As more and more users purchase Warp, what the members could use is a demonstration on "How to install and optimize Warp". Sure, it installs relatively easily out-of-the-box, but the optimization and tweaking is a skilled task. All of us could use tips on this. The second half of the talk could be spent walking the users through a Warp Internet session, or demonstrating a multimedia application, or showing Warp features that are undocumented. I guess we'll have to wait till next time. Maybe by then I will have figured-out my problems.

At our meeting, our name was changed back to OPCUG. Maybe it's a good time to expand our club, by establishing an OS/2 SIG.

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## Warp continued from page 4

drag and drop in OS/2 as he added an address to a mailing list, and attached it to a memo document, to which was added some sales figures from a spreadsheet, which was put in the form of a chart, all of

which were formatted in a window, and finally dropped onto the fax icon. Nothing up my sleeve—honest!

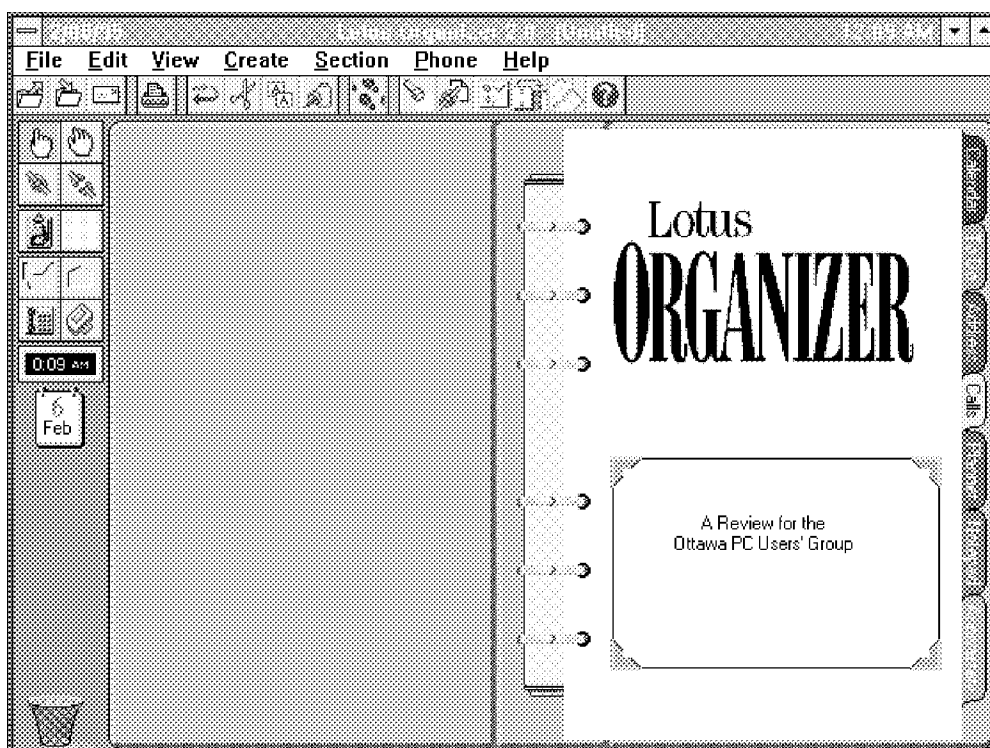
Anyway, for those who were sold on the product, just remember Doug's promise. For your \$75 (\$100 street price,

and a \$25 rebate from IBM), you get lots of floppy disks in the box—the code for the operating system comes free!

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will call back, and so on. When you receive a call, a drop-down menu helps you find the caller's name, and Organizer fills in the particulars such as company and phone number for setting up a follow-up phone call. There is even a stopwatch to record the time spent on the call. With Organizer 2.0, you can have more multiple address listings for an individual, track more past and future telephone call activities, and categorize entries in more ways than the previous ver-

to note that you have to be in two places at the same time or live in a world such as mine when priorities and appointment schedules are volatile. You can even "pencil in" tentative appointments. You can display the calendar on a daily, weekly, bi-weekly, or monthly view. There is a host of options for printing the calendar, from a daily timeline to trifolds as well as common formats like my Sr. Day-Timer. There isn't a print preview option, so output is still by trial and error until you get used to it.



sion. Call history and follow-up can also appear on your appointments calendar.

### Appointments

Using the new Find Time option to locate available time in a busy schedule by suggesting possible new appointment times is very easy. You can create conflicting or overlapping appointments in case you want

A fair amount of Organizer can be customized to suit personal tastes. For example, you can determine how many items you want displayed in your calendar. With filters that you define, subsets of information are created. The Lotus Organizer appointment screen can show two days, one week, two weeks, or a month at a glance.

### Notepad

By selecting Organizer's notepad tab, you can create and store free-form text. Should a title be used in creating a page, that title is used to create a hyperlinked table of contents for future reference.

### To Do

The to-do manager allows you to change or delete all repeating tasks, those in the past, those in the future, and can keep a task hidden until a specified future date. Task start dates are not required anymore. Adding alarms and cost codes and customer IDs to a task is possible. You can display tasks in a variety of ways including by a specific project.

### Anniversary

The Anniversary section now has alarms, and can be displayed by month, category, or even the zodiac sign associated with the anniversary date.

### Importing and exporting data

Importing and exporting data into Organizer is fairly flexible. File types supported are dBase, Excel, FoxPro, 1-2-3, ASCII comma delimited, and text files with mapping for which fields you want to include or exclude.

### Networking

Lotus has added network awareness to Organizer with links for its cc:Mail and Notes communications products. Organizer becomes a group scheduling tool where you can view and share other Organ-

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## Meetings, meetings, meetings

by Larry Chop

**T**he topic for this month's meeting was a review of the newly released Developer Tools for Paradox 5.0 for Windows, a separate package that includes:

- AppExpert for code reuse and to add functionality with no coding
- Resource Workshop to customize Paradox
- Checkpoint for version control to graphically organize application development
- ObjectPAL Browser for code management
- Menu Expert to create menus quickly and visually
- Object Catalog to store and reuse code
- Help Designer and Compiler to create and maintain Windows Help Files
- Expert Builder to create your own Experts Technical Help, an on-line reference

- ObjectPAL Reference Manual

- Guide to Developer Tools

This package has a lot of value, and is far less expensive than purchasing the tools separately. A number of members expressed interest in purchasing it, especially one who created a full Windows help file without any previous experience.

The meeting turned quite noisy and rambunctious when it came to the raffle. Steve Finer had a number of products to give away. Most of the attendees came away with goodies.

Next session is on the upcoming Borland product "Delphi".

### A definition of Delphi

Delphi's visual design environment empowers programmers to create sophisticated Windows applications faster than any other development tool. Delphi facilitates rapid application development (RAD), al-

lowing programmers to seamlessly progress from prototype to production. Because Delphi is built around an optimizing native code compiler, deployed applications are 10-20 times faster than interpreted code. Delphi provides an integrated database engine for access to dBASE, Paradox, IDAPI or ODBC database files. The database engine provides the tools to create complete client/server applications. In addition Delphi will provide a Report Writer (ReportSmith 2.5), support for DLLs, OLE 2.0 and VBX controls. Delphi will become the next generation of programming tools for the 90's.

See you on 1 March, 7:00 PM at Inly Systems store at 1221A Cyrville road, Gloucester. It should be interesting.

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COREL VENTURA 5 'F1' maintenance release is now available on CD-ROM. More than 100 enhancements have been made to the software. Key features in the update include the addition of the Corel Database Publisher software module, vast improvements in Windows GDI printing speed, the addition of a graphic file type (.VGF) designed to improve the speed at which graphics load and refresh, updated OLE 2 DLLs, and several colour separation enhancements. The maintenance release is available free of charge. Call Corel Customer Service at 1-800-394-3729 in Canada, or 1-800-772-6735 in the U.S.A.

## Ottawa PC News

Ottawa PC News is the newsletter of the Ottawa PC Users' Group (OPCUG), and is published monthly except in June and July. The opinions expressed in this newsletter may not necessarily represent the views of the club or its members.

### Deadline

Deadline for submissions is the last day of the month prior to publication.

### Mailing Address

3 Thatcher St., Nepean, Ontario, K2G 1S6  
Telephone answering machine 723-1329

### Bulletin board—the PUB (BBS)

Up to 14.4 kbps v.32bis 228-0665 (6 lines)

### Chairman

Harald Freise 828-3411

### Treasurer

Tony Frith 995-4727

### Secretary

David Reeves 723-9658

### Membership Chairman

Mark Cayer 224-8031

### Software Librarian

Jorgen Rasmussen 821-3040

Judy Tomlin (assistant) 821-3040

### BBS Sysop

Chris Taylor 723-1329

### Newsletter Editor

Chris Seal 831-0280

Julie Dustin (assistant) 823-1552

### Beginners' Corner

Eric Clyde 749-2387

### Fox SIG coordinator

Andrew Ross MacNeill (voice/fax) 596-3313

### Internet SIG coordinator

Paul Mahood 820-8266

### Paradox SIG coordinator

Larry Chop 236-8761 (days)

### Windows SIG coordinator

Philip Baker 247-9555

### Group Meetings

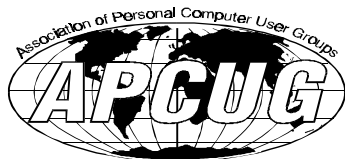
OPCUG meets monthly except in July. Check the answering machine, the PUB and the newsletter for the date and place. Meeting times are 7:30 p.m. to 10 p.m.

### Membership fees

\$25 per year

### Disk-of-the-Month

\$25 for 5.25 in. diskettes and \$35 per year for 3.5 in. (for 10 diskettes)



## Organizer *continued from page 6*

izer user's calendar information, to-do lists, planners, and free time, and book meetings with them accordingly. Non-Organizer users are invited to meetings via a regular mail message. Laptop editions can be merged with a LAN version. Non-cc:Mail and -Notes users can install a single-server version which creates its own directory of users and extends group scheduling facilities.

I like Lotus Organizer 2.0 since it looks like my paper Day-Timer and is very easy to use. The nice thing about version 2.0 is that they added significant functionality without screwing up the ease of use. Dragging

an item to the wastebasket still produces a burst of flame as it is deleted. I still like that too.

## Realistic system requirements:

- 486, VGA
- 8Mb disk space (2.5Mb additional disk space for temporary installation files)
- 2Mb of available disk space on each user's desktop computer if run from a network server

The more information you keep the more hard-disk space it uses for storage. The program uses 10% of available Windows system resources.

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