



### What's New

• By Bob Ward, Secretary

STOP, LOOK, AND LISTEN. The next meeting will NOT be September 1st (Labor Day Weekend), but the Sunday following... SEPTEMBER 8th. It is fortunate that we moved the meeting as there will be no electricity to campus for that Sunday anyway. I don't have any propane for my gas-powered laptop.

Congrats to all of you Win '95 users who took advantage of Mustang's generous offer for Qmodem Pro for Windows. It looks like a great all-in-one package for your communication needs. It was a good demo and our speaker, Chris Reagan, touched on the many aspects of telecommunications using computers.

Now to a different subject. Cal Poly is about to embark on a new project that should make life miserable around campus for the next 20 months. It's called the Utilidor project. They are removing the old, outdated, worn-out steam lines and replacing them with high pressure hot water for heating. Basically what they will be doing is creating a trench 4 feet deep and several feet wide all over campus. It will house the utilities; water and electricity. This will cause some major detours on campus. Hopefully they will have a good plan on rerouting people to different areas. For now, both parking lots we usually use for the meetings will be open, V-1 (visitors) and H-4 (faculty/staff). You just might not get to them as you do now. Don't let this discourage you from coming on campus though. We need to keep our attendance up so speakers

*Continued on page 5*

### Back on Track with Arcada Backup for Win95

• By Gary Peterson, SLO Bytes PCUG

OF THE MANY THINGS THAT I PROMISED my mother I would do, I am proud to say that I have always worn my seat belt and made regular tape backups. That is... until I upgraded my system to Win95.

I quickly discovered that using my old dos-based backup software was not going to work. It would, among other nasty things, trash my long file names. There are some utilities available that will keep track of the conversion of long file names into truncated 8+3 dos names and then convert them back into long names upon a restore. This seems like a left-handed convoluted way of doing the

*Continued on page 6*

### Club Calander

#### September 1st

LABOR DAY

(Meeting moved to next week)

#### September 8th

Seagate Software will demonstrate backup technology.

#### October 6th

CyberMedia -

FirstAid 95 Delux for Windows

#### November 3rd

Powerhouse Entertainment will demonstrate Collision (Indy Car Racer) & Intereactive Books

#### December 1st

Annual Christmas Give-A-Way



### In this issue...

#### What's New

Bob Ward ..... 1

#### Arcada Backup

Gary Peterson ..... 1

#### WinSIG

Bob Hunt ..... 2

#### Library

Bob Ward ..... 2

#### Favorite Web Sites

Bob Ward ..... 2

#### Disk Drive Efficiency

Jerry Mintz ..... 3

#### Partition Magic

Peter Moore ..... 4

#### Hard Disk Clusters

Dick Comegys ..... 7

#### Lotus SmartSuite 96

Joe Mraz ..... 8

#### Club Info

..... 9



WE BUY A COMPUTER TO ACCOMPLISH SOME SPECIFIC TASKS such as "Word Processing" or "Finance Management." We've now found we can write easily with professional looking print output, and the PC is a wonderful tool with which to marshal the vital numbers in our lives. We find entertainment with all the great Multimedia applications available today and we are in a new era of communication which employs our personal computer.

We expect to learn more than a bit about computers just by owning, using, and having to manage our own PC. But does anyone ever buy a computer to enjoy it's operating system? Ugh! It's the operating system that we would just as soon not see at all. The dread DOS Prompt C:\>\_ cursor throbbing ominously, is the awful image conjured up by just the words - "Operating System!"

With "GUI" the Graphical User Interface - Windows - the "User Friendly" prompt, if you will, it is considerably simpler to step up to a PC and begin to actually do something significant almost immediately without knowing a thing about the computer! However, as we move beyond Solitaire, we find a growing necessity to know something of what's going on under the hood.

When I first decided to buy a computer I had one primary purpose, which was to help me manage my business accounting. I really didn't care to know much about the computer itself and thought I wouldn't need to. But right away I found that I had to learn how to organize things called "files" and "directories" (now called "folders") just so that I could run my programs and retrieve my documents. Those days it had to be done with obscure commands typed at the DOS prompt, and I goofed badly many a time.

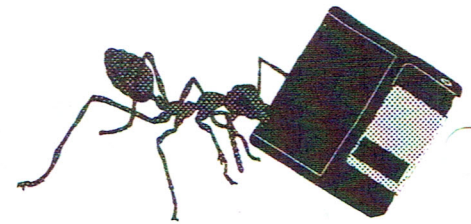
Now with the GUI we are presented with a pictorial representation of the file and folder structures which constitute our information management system, and we now use "drag & drop" to organize these pieces. If nothing else, the PC is the ultimate filing system because organizing and reorganizing is so easy to do. And since there are so many pieces to keep track of, organization is very important.

I found the most important benefit to me was that in learning to organize the abstract pieces in my computer system, I became more methodical in organizing my business and personal physical filing system. Even my daily thought processes gradually changed for the better and I found myself less and less "scattered" intellectually.

For the new user perhaps the first and highest hurdle, is mastering this concept of the hierarchical file/folder system for hard drives other binary storage devices. This is the knowledge you'll need the most for managing your personal computer, and it is my hope that some may experience as well, the side benefits that I have.

Besides getting this from every manual or periodical you read and every File Save As dialog box that pops up on your screen, you will be continually hammered upon this issue by me at the SLO Bytes Windows/Windows95/New Users SIG every monthly meeting. So be sure to be there at 1:00 PM next month for your issue of abuse. See you then.

Bob Hunt  
SLO Bytes



## SLO Bytes Library

• By Bob Ward, Secretary

HERE'S SOME FILES to wet your appetite. If you want any specific shareware programs, let me know and I'll see what I can find.

#691

MPRO96—MLMPro'96. Advanced contact management system

#692

SCTHF158—ScreenThief: Screen capture to GIF/PCX/TIF/BMP.

ZIPHD222—Zip-Hard v2.22: PKzip/unzip front end for Win3.

GBE2A—Graphic Batch Enhancer.

IPRV094—IPRoute: IP router and address translator.

PEDIT110—Freeware text editor with many options

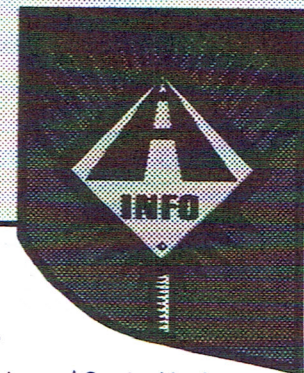
#693

WIZ37—Fast, multidisk, many options file finder.

DTTM11—Change the modification date/time of any file.

EZSPELL—Spellichecker for Notepad, MS-Write(or Wordpad)

HOMEWKE—HomeWork: An HTML Wizard (English)



## Bob's Favorite Web Sites

HERE'S A COUPLE INTERESTING SITES pulled from my bookmark file. Hope you enjoy them too.

[www.callamer.com/~7pizzas/](http://www.callamer.com/~7pizzas/) [TriTip Computer News](#) covers all computer news in SLO county and Santa Maria.

[www.onsale.com/](http://www.onsale.com/) [Live On-Line Auction House](#). A possible way to pick up used and new computer equipment at a good price.

[utstdpwww.state.ut.us/~archives/referenc!/genealo.htm#people](http://utstdpwww.state.ut.us/~archives/referenc!/genealo.htm#people) [Utah State Archives Hotlinks](#). Genealogical Resources. An extensive list sites for you genealogy buffs.

# Increasing Disk Drive Efficiency for Faster Windows Operation

• By Jerry Mintz, SLO Bytes PCUG

UNTIL WINDOWS '95 a sloppy hard drive was not immediately noticeable. Yes, I noticed the difference formatting and removing all the junk in my hard drive made with Win 3.1. But when opening Win '95 was measured in minutes instead of seconds, the difference was significant.

Everyone running any version of Windows should use the latest version of Smartdrv or at least a cache to speed up Windows. Floppy drives and CD roms also run faster with a cache. Win '95 opens much faster if a cache on a hard drive controller is used. Sometimes called accelerator boards, the cache on the controller card is dedicated to reading data ahead from the hard drive.

ISA may perform well with Win 3.1, but VESA local bus has a 32 bit data path instead of 16 bits in ISA. VESA local bus runs at 33 Mhz or faster instead of 8 Mhz in ISA. If you are switching to Win '95 on a budget, 486 motherboards with 133 Mhz or faster processors are being 'given away' for less than a third of the cost of Pentiums. The special motherboards for a 486 - 100+ speed go for \$75! The 486 - 133s with heat sink go for as low as \$50! 'Pre Pentium' VESA local bus systems work very well with Win '95 and most Win '95 applications and sells for less than half the PCI systems.

Win 3.1 and Win 3.11 will run faster in 32 bit drive and file access modes. I downloaded the 32 bit Stacker driver to enable 32 bit operation in Stacker for someone. Windows opening time was cut exactly in half!

Nothing makes your caches less effective, makes your CPU and RAM idle longer wasting more of your time than a badly fragmented disk. When the data on the disk is right on top of

the last sector's data the heads don't move until the data has been read from all the disks in your drive. Data is stacked vertically so the head does not have to move and search for the next sector's data. A disk defragmenter is so important, Microsoft spared no expense to give us a disk optimizer.

Larger gigabyte hard drives that have more disks move their heads less than hard drives with fewer disks. Data is read from side #1 to side #2 from disk #1 to disk #2 without moving the read write head. When all disks have been read the head moves the least amount to the next sector taking far less time than the average access time

on a fully defragmented hard drive. The read write process is many times faster if the head does not have to search for the next data sector (to read) or the next open space (to write to) on the hard drive.

Many businesses program their auto-exec.bat to run an optimizer or defragmenter when the computer boots up in

the morning. Why would a company "waste" a few minutes to defrag the hard drive every morning unless their computers ran so much faster all day that they profited gaining more work time each day by defragmenting.

Try not to get carried away with smartdrv. Twice as large a cache is not necessarily better or faster. Whatever cache you use is taking away from the memory available to run programs. When you bring too large a closet into a small room, it leaves less free space available. Don't make your cache too large particularly if you have 4 megs of memory or less. Set Windows Cache minimum memory to 128 and let Windows decide how much cache it needs.

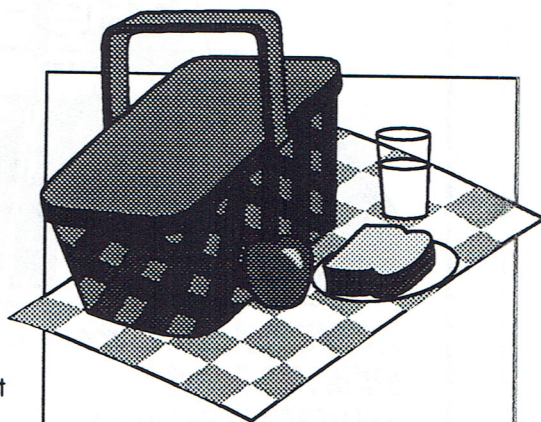
*Nothing makes your caches less effective, makes your CPU and RAM idle longer, wasting more of your time than a badly fragmented disk.*

Before you load your next program or read some large data files from a floppy disk check your smartdrv by typing Smartdrv /v to see if your floppy disk is cached. Programs load more quickly from CD ROMS if the CD rom is cached. If you have several partitions in your hard drive, and if you are using disk compression, Smartdrv can cache the wrong drive or omit the a:> floppy drive. If you haven't adjusted smartdrv and want to peak up the performance of your system, type smartdrv /? for a listing of all the options and settings.

A program as large and as disk intensive as Win '95 responds very well to faster more efficient disk access. Replacing ISA with VESA and VESA HD controller card is a very cost effective way to boost the performance of Windows '95. PCI is no more efficient but will cost more.

If slow inefficient disk access is the weak link in a computer performance chain, money spent on other hardware (the strong links) will not significantly improve the poor performance of a computer that requires a more efficient HD controller.

For most computer users it is more timely to defrag after your work is completed, particularly on a slow system that has not been defragmented for years.



## Welcome New Members

WELCOME to the two individuals below. Smart people... they joined SLO Bytes!

Stephen Doerr	528-6918
Dan Logan	927-0515

# Real Magic for Hard-Disks, A Review of Partition Magic

• By Peter Moore, LilyPad, July 1996 Newsletter of FROG Computer Society

IF YOU NEED PARTITION MAGIC 2.0, YOU NEED IT BAD. If you've ever wished that your hard-disk was partitioned differently- say because your cluster size is causing excessive wasted space, then this program may be for you. PowerQuest Corporation's latest offering replaces and vastly expands the functions of DOS's FDISK utility; it lets a power-user (or even an overconfident near-novice) slice and dice a hard disk's storage parameters six ways from Sunday!

## Requirements

Partition Magic 2.0 requires a PC with at least a 386sx processor, DOS 5 or above or Windows 95 (the manual also has instructions for OS/2 Warp), 4 MB of RAM, a 1.44 MB floppy drive, 4.5 MB of hard disk space, and VGA or better video. A mouse is recommended.

I ran Partition Magic on a home-built (and continuously rebuilt) clone, running Windows 95 on an AMD 486DX4-100 processor, a 1GB EIDE hard disk, and 16 MB of RAM. I started with my hard disk divided into two equal 500-ish MB partitions. Needless to say, it bears only a slight resemblance to that now.

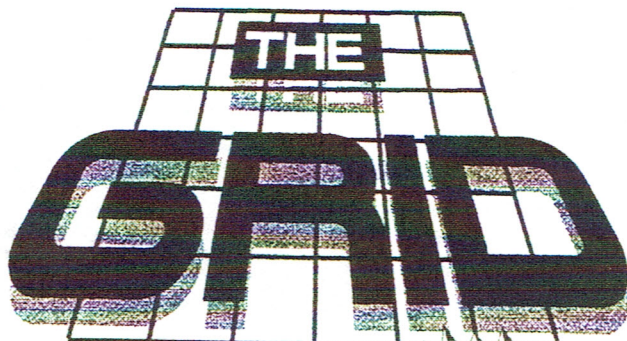
## Overview

What Partition Magic does is reasonably simple to describe (yeah, right!). It has a relatively limited set of functions. What sets it apart and makes it valuable is that

it makes those functions easy to use, and it has one really important difference from FDISK. For those who've never had to use that venerable low-level DOS utility, FDISK works kind of like this: before DOS can format a hard disk, the disk needs to be prepared. A Master Boot Record must be written, which will tell DOS (including DOS's initial FORMAT command) how much disk there is to work with. FDISK sets up one or two partitions. One must be the "primary" partition, and DOS will assign it the drive letter C:. If there's another, it can be a "DOS Extended" partition, or a non-DOS partition. A DOS Extended partition can be further divided into logical drives. That is, inside such a partition, DOS can pretend that there actually exist multiple extra hard drives, each of which will be assigned another drive letter when DOS boots up. Same piece of physical hardware, but DOS will act as though there are many different

*Continued on page 6*

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## What's New

Continued from page 1

from different companies will continue to demonstrate for us. You would get tired of George, myself, or Bob Hunt talking to you every 3 months, so please do your part.

Our family had a nice, but hot, week vacationing in Las Vegas. I mixed a little business with pleasure and delivered our graphic for the Internet "Challenge" to Namark for

printing on T-shirts. Conveniently, their business is located in Las Vegas. (Hmmm, can I write the trip off as a business expense or voluntary expense for a nonprofit organization?) They should be ready for the next meeting. We have two winners since we started the challenge; Bob Robinson and Doug Depue.

T-Shirts will not be mailed. You must come to the meeting to receive your honors. BTW, no one to date (8/18) has won the Challenge for this month. Why? Come on people, it's not that difficult and gives you practice on net surfing. This month it's about worms and com-posting. Yuk!!

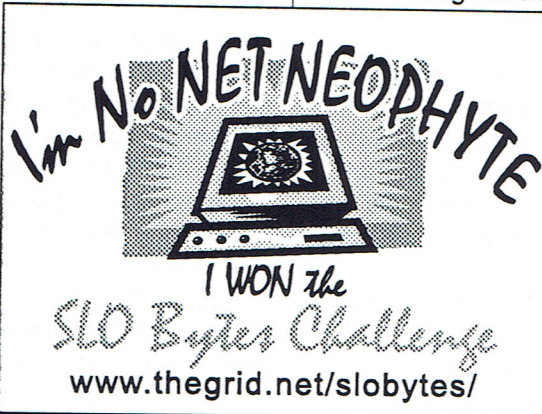
It looks like Teri is back in the trenches and will be doing the newsletter this month. You'll probably be able to tell the difference even before reading this paragraph! Our many thanks for her behind-the-scene efforts in producing our newsletter

every month.

This coming month, our speaker won't travel far to attend our meeting. He comes from a company located right in San Luis Obispo. You've all heard of Seagate Technologies... they make hard disks. Recently they bought a company called Arcada Software and changed the name to Seagate Software. They write

most of the tape backup software you use today. Nick Blozan, Business Unit Director will give us a broad view of backup technology. More specifically, here's some things he will cover: 1. Who is

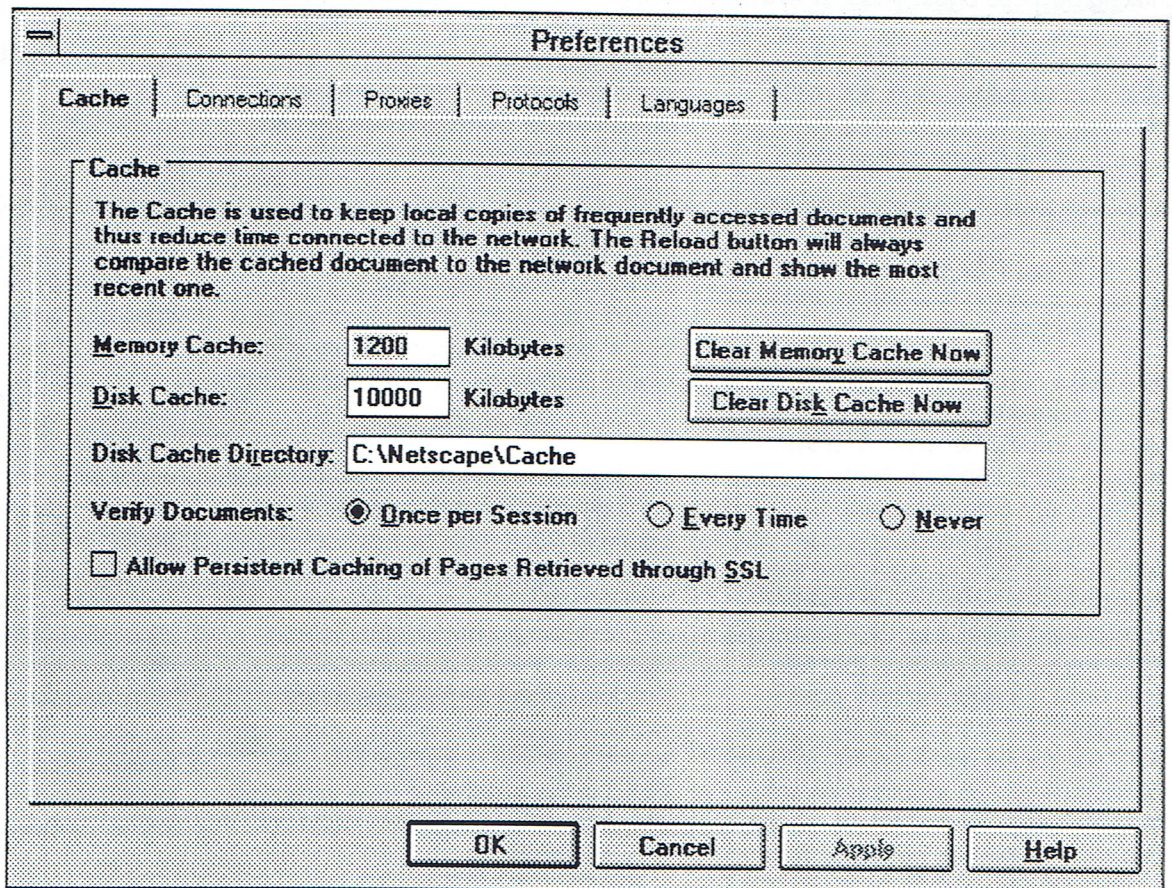
Seagate Software and how did we get here? 2. Market Trends (operating systems, growth of data, etc.) 3. The Importance of Data and Keeping It Safe 4. Traditional Data Protection 5. New Issues With Windows 95 and Windows NT 4.0 6. Disaster Recovery 7. Future Directions of Desktop Storage Management, and 8.



Product Demonstrations. Sounds like we can come away being experts in data protection and backup.

If you use the Internet, here is a little Netscape trick to keep you from filling up your hard disk with cache files. In order to improve efficiency, Netscape saves graphics that come across your screen during any Internet session to a cache subdirectory. It does this so the next time you jump on to the same site, you won't have to download the graphics again via modem (slow)... it will come from your hard disk (much faster) instead. This is all right but after time you can have MEGABYTES of cache files. Here's a way to remove them periodically. While in Netscape, go to Options, Network Preferences. Across the top of this frame you will find 5 choices. Click on Cache. The next screen will allow you to remove both memory and disk cache. See how long it takes your hard disk to purge all those saved files in your cache subdirectory. You might be surprised.

P.S. The T-shirts arrived today. They look GREAT!



## Arcada Backup

Continued from page 1

job. Too risky. I tried a Win95 backup software that was released by the manufacturer of my tape drive, but it kept crashing. That does not seem like a good idea!

Another annoying feature(?) of Win95 backup is that in order to do a complete restore (due to harddrive failure or the like) you have to first install DOS, then Win95 and then you can reinstall from your back up. Hmm, sounds like someone did not give this Win95 back up procedure much thought. That is until Arcada Software came along.

For those of you who don't know, Arcada Software is a local SLO company that has come to be recognized as being the leader in backup software technology. Many, if not most, of the backup devices that you buy today will come with Arcada's software or software using their licensed technology. Earlier this year, Arcada was bought and is now known as Seagate Software.

So, what prompted me to start making backups again under Win95? Two things. The first reason is the ease of installation and use of the latest version of Arcada Backup for Win95 (currently ver1.1). Second was the promise of the release of their next

version, which allows one-disk recovery. That means that if you have a harddrive failure, you only need one diskette to get started on using your backups. You don't have to first load Dos, then Win95 in order to use your backups. This is like getting your cake and eating it too!

Installing Arcada Backup was a breeze. It follows the install/uninstall specifications of Win95. You can use any type of backup device that is recognizable by Explorer, including tapes, cd's and other removable media, floppy's, networks, other drives, and even other computers that are connected. And there is even a "wizard" to help you. Of important note, Arcada supports the special high speed tape controller cards that many people have.

Using Arcada is even more simpler than installing the program! You can either use the menu items to configure and start the backup/restore or you can use the "wizard". The first time that I did a backup I wanted to test the intuitiveness of the interface, so I, without reading the docs, was able to set all of the permanent program options as well as configure the backup "job" using the menu items. Jobs are files that contain information on which drives/files to backup, which backup devices to use, and which backup options to use. During the next backup that I did, I used the wizard and found it

even easier and very complete in its options. Doing a restore was equally simple. Performance during my backups is similar to my old DOS software. I backed up 320 mgs onto 2 tapes using my old Colorado 250 tape drive in 1 hr 7 mins. Arcada's handy reports shows time and data information.

Of particular use to Win95 users is the ability to restore only portions of the Win95 Registry instead of the entire Registry. This can be important if there have been any changes in hardware between backup and restore. Even more useful than the Registry Restore options will be the one-disk recovery feature that will be part of ver2.0, expected to be released in the last quarter of 1996.

All in all, I find that Arcada Backup for Win95 is the most important utility that I have added to my Win95 arsenal. More importantly, I can now tell my mother that I still wear my seatbelt and make regular backups!

There are no unusual hardware/software requirements for Arcada Backup other than those for Win95 in general. I see mail-order prices less than \$60 for the Win95 version. Arcada Software makes versions for all of the other major Operating Systems as well.

## Partition Magic

Continued from page 4

hard disks. Finally, a non-DOS partition can be set aside by FDISK, to be later used by some other operating system, such as OS/2, Windows NT, Unix, Netware, or what-have-you.

Okay, so Partition Magic does all that, too, but it does more. And there's that difference I mentioned. It's kind of an important thing, too. See, if you use FDISK to re-size a partition that has data on it, the data instantly goes to that great Bit Bucket in the sky. Forever. But if you try the same operation using Partition Magic, your data stays safe. You can create new partitions, shrink and expand existing partitions, format

them using DOS's FAT file system or OS/2's HPFS, re-size the clusters on an existing drive, and more. To give you a better idea, I'll tell you in a minute just what I've done on my hard disk. So far.

### Installation

Installation is kind of odd. While you can launch Partition Magic from Windows 95, it must be run from the command prompt, or from a Win95 "MS-DOS Mode" real-mode session. Or, of course, it can be run straight from DOS itself. But it installs from within Windows. Must be because it's designed to work with Win95, where you expect to install everything from the GUI. But the installation itself is reasonably straightforward, and consists of only two diskettes.

[ED note: Partition Magic can also be installed from DOS. Installing on the hard-disk is recommended; the creation of two floppies is also vital.]

### Operation

When Partition Magic starts (slowly under DOS; very slowly under Win95; and glacially under OS/2), it draws a perfect imitation of a Win95 window, looking in every way like a Win95 application. The menu choices aren't always completely intuitive, and it isn't always clear why some operations work and some things are grayed out. I personally am somewhat more knowledgeable than the average user, but I missed the presence of a serious primer, or set of tech notes, or monster

Continued on page 7

## Partition Magic

Continued from page 6

README file, or what have you. I wanted to read an in-depth discussion of what Partition Magic would do, and why, and how. That's because what it does is serious, low-level, slightly scary stuff with your precious hard disk, and its even more precious data.

Incidentally, while this version- which the box indicates is "Version 2.0 for Windows 95, Windows & DOS"- does load and run under OS/2, it can't change partition sizes, but merely displays and tests what exists. [Bob Frank reports the existence of a separate full version for OS/2.] Quibbles aside, the bottom line is that I was able to create four partitions (two new ones, that is) on my hard disk, re-sizing them frequently, and moving them to different places on the disk, adding a complete new installation of OS/2 Warp (with its own superior FDISK), as well as a new DOS 6 partition- all without losing a single byte of irreplaceable data. That's impressive! I also re-sized my partitions to get the best (for me and my disk) balance between cluster size and drive size. Again, ultra-smooth and easy.

### Support

Tech support is mentioned right on the title page, above (!) the sales number. There are phone and fax numbers, a CompuServe address, and an Internet e-mail address. There's also a two-page section at the back of the manual, detailing first the things you should write down before you call tech support, and then spelling out the appropriate contact info. There's even a BBS number, which escaped mention at the front of the manual.

## Documentation

The docs weigh in at under a pound, in the form of a slim 6"x9" book, which is quite good at telling you what to do to install and run

*...what it does is serious, low-level, slightly scary stuff with your precious hard disk, and its even more precious data.*

Partition Magic under DOS, Win95, and OS/2. The same manual is presumably included with the version of the program made specifically for OS/2. I mentioned before that I would have appreciated a deeper discussion of what was going on, and its built-in limitations, but I won't belabor the

point. The manual is clear, concise, and not inflated with non-nutritive filler. No cholesterol, either.

### Summary

To put it in a nutshell, I like Partition Magic. I am one of those

who does need it; and so by my own definition, I need it bad. It's a good program, not without room for improvement (I look forward to Version 3.0), but with some serious power under the hood. The bottom line here- and pay attention- is this: my data is safe. I wrung this thing out fairly thoroughly, and I'm much happier with my system's new configuration. And to top it off, I feel confident the its next configuration (if and when) will make me happier yet. If Partition Magic 2.0 doesn't quite make me perfectly happy, it makes me fell both contented and safe. And in this business, a safe in the hand is worth a whole flock of happies in the bush. Or something.

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## Those Hard-Disk Clusters

• Comments by Dick Comegys, LilyPad Editor

PETER'S REVIEW OF PARTITION MAGIC mentioned his desire to gain efficiency in cluster-size. That's a factor overlooked by most of us. You'll recall from issues past that I like to work from segmented drives; I've always used at least four- even when the first hard-disk was only 64 megs total! The separate drive designations help me keep things sorted out- like having four file-cabinets instead of one big one. I knew on the Pentium I got last fall that Win95 took a lot of space; so I gave it 370 megs in a "primary" partition on the gigabyte disk; then assigned the rest to an "Extended DOS partition"; and divided that into four 96-meg

logical drives, leaving the final 250 or so to a logical drive for a future OS/2. Not until I ran CHKDSK on C: in preparation for OS/2 (see the article!) did I face the full implication of running a large disk. On the 96-meg partitions, the "file allocation unit" was 2048 bytes; on Win95's C: that same "allocation unit" was 8192 bytes- 8k instead of 2! Partition Magic's docs (I like them better than Peter did) filled me in further: it gets worse! The 2k size is good up to 127 megs; then until 256, it becomes 4k; and the 8k size goes up to through 511 megs. From there to a gig, the unit (cluster size) is 16k, and beyond that, it's 32k- 32 kilobytes just to open a file! In that range, the docs estimate wasted space at 40 per-cent. So an un-partitioned 1.6 gig disk is not giving any more data storage than an effectively-partitioned meg. And you don't need Partition Magic?

# Lotus SmartSuite 96 for Windows 95 The Windows 95 Suite War Heats Up

• By Joe Mraz, Pacific Northwest PC Users Group

THERE ARE THREE PRIMARY REASONS for purchasing an Office Suite package:

- 1) Bundled software packages usually offer a substantial dollar savings when compared to their individual costs.
- 2) Office Suite software packages offer the additional linking environments that provide for easier sharing of information between programs.
- 3) Office Suite software is supposed to offer feeling of "oneness" as you move from program to program.

The basic hardware requirements for installation and use of the suite are:

- A 486 PC with a VGA monitor, a Mouse and a CD-ROM drive
- Microsoft Windows 95
- A minimum of 8 MB memory, 12 MB when running more than one application
- A minimum of 57 MB of hard disk space

OK, that what's published on the box. The reality is that: 12 MB of memory will let you run more than one application at a time. You really need 16 MB of memory for efficient suite operation.

Loading the full suite generated 1,576 files in 88 folders and required 113 MB of hard disk space. That doesn't include the space needed for the drivers in the Windows directory.

Lotus SmartSuite 96 includes the following programs:

- Lotus 1-2-3 Release 5
- Lotus Word Pro 96
- Lotus Approach 96
- Lotus Freelance Graphics 96
- Lotus Organizer 2.1
- Lotus ScreenCam 2.1

This suite also includes a customizable icon bar ("Lotus SmartCenter") that allows easy access to any of the suite programs. The icon bar is permanently installed on the Windows screen (independently from Windows' standard

Program Manager).

Lotus SmartCenter automatically provides one click access to all of the Lotus SmartSuite programs and can be easily customized to include access to Lotus Notes and any additional programs you may want.

The Suite package is totally compatible with Lotus Notes and cc:Mail. Lotus' strategy in marketing this office suite is a good one. The programs are all well suited for networking Lotus Notes and what Lotus calls "Team Computing". TeamMail, TeamReview, TeamConsolidate, Range routing, TeamShow, Group scheduling, TeamSecurity, and Exchanging data using Notes/FX are part of "Team Computing."

Once the programs were installed I immediately attempted to implement an OLE Linking interface between Lotus 1-2-3 and Lotus Word Pro 96.

For those of you who haven't heard of Object Linking and Embedding (OLE). OLE is a Windows feature that gives Windows-based applications the ability to link and share information. This means that once you embed spreadsheet information into a word processor document, you never have to worry about updating the word processor document again.

Because the objects are linked, changes made in the spread sheet will automatically update the information in the word processor document. A typical use of this would be a monthly report - once linked the document will always reflect the current status of the spreadsheet. As far as I'm concerned, OLE is one of the primary reason for purchasing an integrated "Suite" package.

There are different levels of OLE interface functionality. Currently, Microsoft is offering OLE-2 as their linking standard.

Lotus SmartSuite's operation was flawless. OLE linked bar charts, pasted in Lotus Word Pro 96, updated within 1.5 seconds of the cell change in Lotus 1-2-3. At first, as I jumped from program to program, I never left more than two

programs active at the same time. Past experience has shown me that my 16 MB Pentium 100 just doesn't have enough memory for some things (With Microsoft's Office Professional for Windows 95 - Access and Word won't run simultaneously.) Finally, I decided to do the acid test. Everything else worked - why shouldn't this?

First I opened Lotus Word Pro 96... then Lotus 1-2-3... then Approach 96.

I couldn't believe my eyes. Each program had a decent sized file open and it all worked. I had to keep going and also opened Freelance Graphics 96 and Organizer. You guessed it - IT ALL WORKED AT THE SAME TIME! Well, I was ecstatic. This is the very first Office Suite that has fully functioned on my PC! I continued to play with the environment and the programs and the results were always the same - IT WORKED.

The people who put this suite together took the time to make absolutely sure that the "feel" of each program was as similar as they could possibly make it. All the "96" applications have a common interface and common SmartIcon images that look the same wherever you go in this suite. The associated users' manuals are excellent and also have a common format. YES, Lotus has included written manuals as well as CD-ROM based information. However, the similarity of interfaces does not apply to the programs that have not been converted to Windows 95 format yet (Lotus 1-2-3 Release 5, Lotus Organizer 2.1 and Lotus ScreenCam 2.1). If you purchase the package now, you'll get coupons for free upgrades of these programs when they are available.

One thing that impressed me was the functions that can be performed in the new "Save As" and "Open" dialog boxes. Not only can you create a new subdirectory on the fly, you can drag & drop files to sub-directories within the dialog boxes. Microsoft doesn't let you do that in their dialog boxes.

I was also impressed by the speed of software in this package (even the non-96 software). Lotus 1-2-3 screens seem to "refresh" much faster than either Quattro Pro or Excell. And, Lotus

*Continued on page 9*



## Club Information

**HARD COPY** is a monthly publication of SLO BYTES PC User's Group located in San Luis Obispo, California. Information in this Newsletter is derived from both our own membership and other PC User Group Newsletters. The purpose of this publication is to inform our members of meetings and provide information related to the use of IBM PC's and compatible computers.

**Membership:** Dues are \$25 per year. Newsletter only is \$16 per year. Full membership entitles you to our monthly newsletter, full use of the public domain software library and discounts at local computer stores.

**Article Submission:** Deadline for submission of articles is the 15th of each month. Articles should be provided in ASCII format without any type of formatting from your wordprocessor including tabs, indents, extra spaces, or highlighting. We prefer articles on disk but will accept hardcopies if necessary.

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93402  
(805) 756-2164

## Meeting Times

General meetings are held the 1st Sunday of every month, unless noted otherwise in the newsletter calendar, at 2:45 pm in the Cal Poly University Biology Department, Fisher Hall 286.

Special Interest Groups (SIGS) meet at 1:00 to 2:30 pm.

**Internet/Communications SIG:**  
Fisher Hall 286


**General Information SIG:**  
Fisher Hall 287

**New User's/Win '95 SIG:**  
Fisher Hall 289



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## Treasurer's Report

**SLO Bytes PCUG**  
**Expenditures July, 1996**

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<b>Expenses:</b>	
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BBS Phone	- 10.70
Long Dist. Cgs.	- 40.52
Floppy Drive	- 32.27
RAM	- 129.30
	- 351.36
Deposit 07/08/96	+ 460.00
New Balance	+ 889.87

## Lotus SmartSuite 96

Continued from page 8

Word Pro 96 screen updates have to be seen to be believed.

Approach has always been rated as one of the easiest and most powerful database programs available and the 96 version has maintained that status. And, for those of us who develop training information for others, ScreenCam is an invaluable tool. Novell's recent decision to sell WordPerfect and drop its "Perfect Office" makes Lotus SmartSuite 96 the only package left, in its price range, with a database program in the basic package.

Lotus SmartSuite 96 delivers what you expect and need in an office suite. Effective quality software and an environment that feels "warm and fuzzy" as you move between the programs. If you haven't chosen which Windows 95 suite to buy yet, try this one. You won't be disappointed.

## Floppy Disks 4-Sale at the meeting

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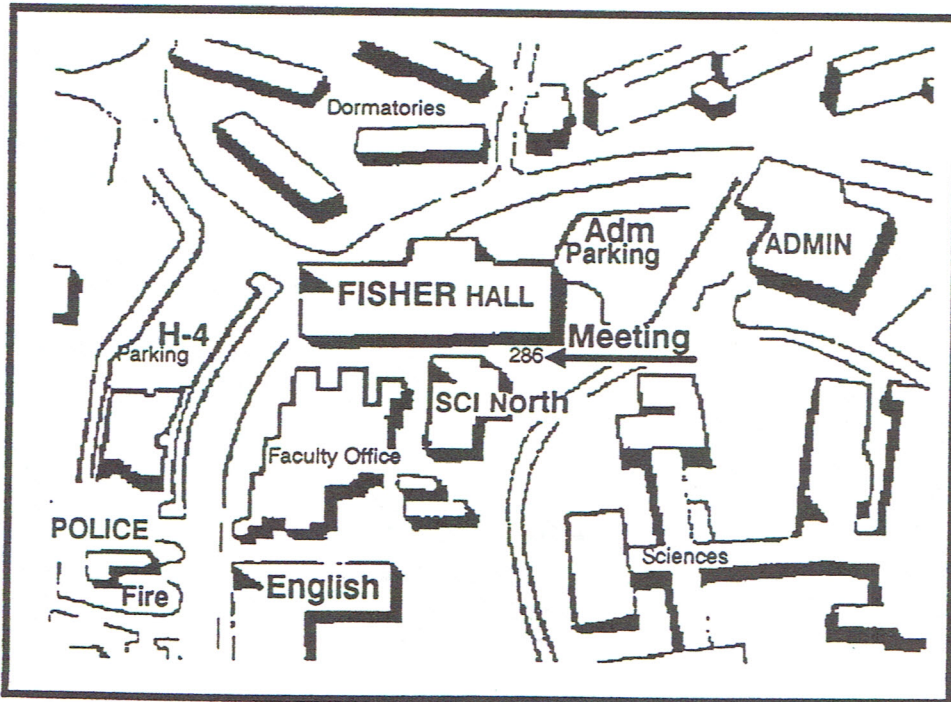
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**GRAND AVE.** - Enter campus via Grand Avenue. Proceed until the street dead-ends on campus. Turn right. Continue past the Administration building, and Fisher Science located to your left. Turn right just beyond Fisher Hall into the H-4 Faculty-staff parking lot. Walk across the street through Fisher Science. The meeting is on the opposite end of the building. Refer to the map for meeting locations.

**Hwy 1 / Highland Ave.** - Enter campus via Highland Ave. Proceed under the railroad bridge and bear to the right at the fork in the road. Drive past the Library which should be on your right. Continue on North Perimeter road through 2 stop signs. Take the 2nd left turn beyond the Fire Station into the H-4 Faculty/Staff parking lot. Walk across the street through Fisher Science. The meeting is on the opposite end of the building. Refer to the map for meeting locations.