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# Typewriter 99

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**BY JIM REISS**

E/A #5 DSK1. TYPE

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# Typewriter

By Jim Reiss

## Introduction

*Typewriter*, simply put, is a program that turns your TI-99/4A and printer into a typewriter. However, *Typewriter* isn't just any typewriter, it's a sophisticated "electronic typewriter" with right justification capability, auto-centering, bold and underline text, and even a line buffer that allows you to make changes before what you type goes to the printer.

Why go to all the trouble of making a computer into a typewriter? Why not use a word processor? The answer is simple - a word processor is simply too much for some things. *Typewriter* is perfect if you want to address an envelope, type up a label, write a postcard, or even a short note or letter. A word processor is simply too much effort - too many commands to play with, and too much work. All you have to do with *Typewriter* is run the program, and start typing. You don't have to enter complicated commands to set margins or indent lines, double-strike or underline words. You don't have to juggle files and disks to save and format your text. With *Typewriter* all you have to do is simply press a key and start typing any way you want. *Typewriter* gives you the best of both worlds on your TI-99/4A.

## Loading Instructions

*Typewriter* is available in three versions - a disk version for people with complete systems (32K memory expansion, a disk drive and a printer), a cassette version for people with a Mini-Memory and a printer, and a module version for people with just a printer.

**Loading from Disk:** Place the *Typewriter* disk in disk drive one with either an Editor/Assembler or TI-Writer module in the cartridge port. Select the module. Then, with the Editor/Assembler, select option #5 (Run Program File), enter the filename **DSK1.TYPE**, and press **ENTER**. With TI-Writer select option #3 (Utility), type in the filename **DSK1.TYPE**, and press **ENTER**. In both cases, the program will load and run.

**Loading from Cassette:** With the Mini-Memory in the cartridge port, turn on the computer and select option #2 (Mini-Memory) from the main menu. Select option #1 (Load and Run) from the Mini-Memory menu, and enter the name **CS1** and press **ENTER**. Follow the on-screen instructions, and when the program is loaded correctly, it will start executing.

**Running the Cartridge:** This is the simplest way to use *Typewriter* - simply place the module in the cartridge port, turn on the computer, press any key to advance past the title screen, and select "Typewriter" from the main menu.

Proceed to the section *Using Typewriter* after the title screen of the program appears.

## Using Typewriter

After the title screen appears press **ENTER** to start the program.

Before you can begin typing, you have to answer a few questions. First, you must select your printer port name - use the up and down arrow keys (**CTRL E** and **CTRL X**) to move through the list of available options. If you are not sure which interface you are using, consult the manuals that came with your printer interface. Select the one appropriate for your printer port by finding it on the list with the arrow keys, and pressing **ENTER** to verify your choice.

Next, you must set the left and right margin (which are pre-set at 10 and 70 columns, respectively). You can reset the margins while typing if you like - so if the ones you select are inappropriate you can change them later. First set the right margin by moving the little upside-down triangle on the bar with the left and right arrow keys (**CTRL S** and **CTRL D**), and then press **ENTER** to verify your choice. Next, select the left margin in the same manner. Be careful in setting margins - if you set one beyond your page size your printer will automatically write out the entire line you type on as many page lines as needed - which won't look all that nice on the paper.

Now, you should see the main program screen. The cursor will appear at the lower left hand corner of a 7 line box on the screen, the margin bar will appear above it, and a list of commands will be at the bottom of the screen. Underneath the box is another bar that shows you where your tab stops are. You can automatically jump to the next tab stop at the line by pressing **CTRL N**. If you would like to set a position as a tab stop, simply press **CTRL T**. You can also "un-select" a tab stop by pressing the same key.

The box on the screen is where you type. A small tick on the margin bar indicates where your cursor is relative to the page itself. If you move your cursor (by typing or pressing the left or right arrow keys) the tick will also move. The box itself needs some explanation - it is actually a "window" on a much longer line. As you type, when you get to the right end of the box your text will seemingly disappear on the left side. Don't worry, everything you have typed

on that line is still there - in fact you can scroll back to the beginning of the line by using the left arrow key to make changes. You can also use the "Window over" key (FCTN 5) to view the entire line one chunk at a time (pressing this key repeatedly moves the window to the right, and then back to the start of the line). If you need to delete a character on the line, put the cursor on it with the arrow keys, and press FCTN 1. If you need to insert a space to type a character, press FCTN 2. Press either of these keys repeatedly to delete or insert characters on your line. When you are satisfied that the text on the line is correct, press ENTER to send it to the printer.

As you type a line and press ENTER, the entire window scrolls up. In this way you can view, without looking at the paper, the 6 previous lines you've typed. Using the "window over" key (FCTN 5), you can review whatever you've typed rapidly without moving the cursor.

After you've typed a while, you will have noticed the commands listed at the bottom of the screen. To select one of these commands, press the CTRL key and the capitalized first letter of the command simultaneously. These commands function as follows:

**CTRL K - Keyclick:** This command is used to turn on and off the "key-click", a little noise the computer will make as you strike each key. Experienced touch-typists use the key-click to subconsciously determine whether each key was pressed or not. The volume of the key-click can be adjusted by adjusting the volume of your TV or computer monitor, or turned on and off by repeatedly pressing this key.

**CTRL C - Center:** This key command is used to automatically center whatever text you type on a line. If you need to type a title, for instance, type the title, press this key, and whatever you typed will be centered on the page within the margins. Press ENTER to print out the text. This functions only in "line" mode.

**CTRL J - Justify:** This allows you to right-justify a line of text (only in line mode). When word-wrap mode is on (described below), simply type normally and text will be justified. When it is off, you can justify a line by pressing the down arrow key (FCTN X) at the end of the line.

**CTRL W - Word wrap:** Normally, when you get to the end of the line as you type, Typewriter will not allow you to continue to type until you press ENTER. With this option selected, Typewriter will automatically print out all the text you typed on a line and send you to the next line, complete with the last word you typed (if it wouldn't fit on the previous line). With the "justify" option, described above, selected, the text on the

line you type will be right justified (e.g. the right side of a paragraph will be even down the page at the margin - spaces will be inserted in the line in order to get this effect). This allows you to create more "professional looking" documents.

**CTRL B - Bold:** Sometimes you want to emphasize a word or phrase. This command allows you set off a few words or even whole lines in darker print. To turn on the bold simply press this key, and as you type a small "B" will appear on the tab bar underneath each bold character. To turn off the bold text simply press this key again. In this way you can make as many or as few characters as you want bold.

**CTRL U - Underline:** As with the bold command above, sometimes you want to underline a few words or lines. This command functions exactly like the bold command, except that the text itself in the line will be underlined on the screen. You can have text that is both bold and underline simply by selecting both (pressing both command keys once). As with other screen menu options - when selected the option will be in inverse characters.

**CTRL S - Spacing:** This allows you to select the space between each line on the page. If you are writing a report or a letter, sometimes you will want a blank line between each line (called "double spacing"), or even 2 blank lines ("triple spacing"). With no blank lines between each line you have "single spacing". Simply press this key repeatedly until the spacing you want is displayed on the upper right side of the screen.

**CTRL N - Next tab:** This command was described previously - it allows you to jump the cursor automatically to the next tab stop on the line (indicated with a little "T" under the space). This is useful if you want to indent lines, or if you need to type up a table.

**CTRL T - Tab set:** As described previously, this command allows you to mark a space as a tab stop, as well as "un-mark" it. Simply move the cursor over a tab stop you'd like to kill, or a space you'd like to designate as a tab stop, and press the key.

In addition to the keys described above, there are a few other key commands that should be noted even though they aren't listed on the screen:

**CTRL 1 - Delete character:** As mentioned previously, this deletes the character at the cursor.

**CTRL 2 - Insert character:** As mentioned previously, this inserts a space at the cursor.



## FCTN 5

~~CTRL 5~~ - Window over: As mentioned in the beginning of this section, this is used to display the next window.

**FCTN 9 - Restart program:** This allows you to completely re-start Typewriter. If you selected the wrong printer port name, or simply just want to start over, simply press this key.

**FCTN M - Type mode:** This allows you to switch between the "line" mode (the mode the program is when it starts) and the "type" mode, and back. The difference between these modes is that in the "type" mode characters are printed as you type them, while in the "line" mode an entire line is printed at a time when you press ENTER or get to the end of the line (in word wrap mode). Whichever mode you select is entirely up to your own personal preference on the matter - but the "line" mode permits some editing before a line is printed while the "type" mode does not. Some functions not available in the "type" mode include the Insert and Delete character keys, and justification. The left and right margins may only be changed in "line" mode as well (see functions descriptions below).

**FCTN = - Quit:** Press this key to quit from the program. Typewriter will ask you if you *really* want to do so before it quits to the master title screen.

**CTRL 3 - Screen colors:** This allows you to select your favorite screen color combination. Simply press this key repeatedly to move through the available choices until you get to one you like.

**CTRL L - Left margin:** This allows you to set the left margin much as you set it after the title screen. Press this key any time you wish to adjust the left margin from within the program.

**CTRL R - Right margin:** This key allows you to set the right margin, as described above.

Using these keys you should be able to type anything from an envelope to a multi-page letter.

## In Case of Difficulty

If you are having trouble with Typewriter, generally it is because either the program was damaged in the memory of the computer (and hence must be reloaded), or the connections between the computer and the disk drive or printer is poor.

*The title screen will not appear.*

Turn off the computer and re-insert either the Typewriter module or the module used to load the program. Follow the loading procedure again.

*I can type text but nothing is printed, or won't let me type at all.*

Make sure that the printer is on and on-line.

*The printer will not print what I am typing or it prints characters I didn't type, or the program is frozen*

Chances are that you selected the wrong printer device name. Press FCTN 9 to re-start the program, and then select the printer device name appropriate. Consult your printer port manual for information about the printer device name.

*When I underline text the underline appears on the next line.*

Check the dip switch on your printer for "carriage return" - and toggle it if necessary. The problem may also be an incorrect printer port name.

*The text isn't right justified even when "Justify" is on.*

Make sure that "word wrap" is also on. If "wrap" is not in inverse characters it is not on, and text will not be justified even if "justify" is on.

## Disclaimer

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