



**April
1993**

\$2.00

the Minnesota Apple Computer Users' Group, Inc.

Annual Business

April 24th

Meeting

10am-1pm

- **Nominations of Board Members**
- **Presentations from *ad hoc* subcommittees:**
 - Volunteers subcommittee**
 - Newsletter subcommittee**
 - Focus & Planning subcommittee**
- ***Last chance to take advantage of discount membership rates!***

**NorWest Bank Bldg.
5320 Lyndale Ave. S.
Community Rm, 2nd floor. Entrance from rear.
N. off Crosstown Hwy on Lyndale**

mini'app'les schedule of Meetings and Events

A p r i l 1993						M A Y 1993					
mon	tues	W	thur	F	sat	mon	tues	W	thur	F	sat
			1 2) mini'app'les Board Meeting	2	3						1
5	6	7	8 4) Main Mac GIG	9	10 6) Think-C WrkShop SIG	3	4	5	6 2) mini'app'les Board Mtg.	7	8 6) Think-C SIG
12 8) Hypercard SIG 10) Main Apple II/GS GIG	13	14	15 12) FilemakerPro SIG 14) Desktop Publ SIG	16	17	10 * Chg 10) Main Apple II/GS GIG	11	12	13 * Chg 4) Main Mac GIG	14	15 SM) Swap Meet
19 16) Fourth Dim. SIG	20 18) Apple II Novice SIG	21	22 20) Appleworks SIG	23	24 GM) Annual Gen. Mem.	17 8) Hypercard 16) Fourth Dim.	18 18) Apple II Novice	19	20 12) FilemakerPro SIG 14) Desktop Publ SIG	21	22
26 22) Mac Novice SIG	27 24) Mac Prog SIG	28	29	30		24 22) Mac Novice SIG	25 * Chg 24) Mac Prog SIG	26	27 * Chg 20) newTopic Appleworks	28	29

2) Mini'app'les board meeting 7 PM
Lexington Branch Lib
Univ & lex in St. Paul
N. of 94, agenda adds
call David
Laden 488-6774

4) Main Mac GIG: 7 pm
7 pm Augsburg Park lib
7100 Nicollet ave S
Richfield, topic:
Adam Med. Imaging
call Mike Carlson
866-3441 (daytime)

6) Think-C 1:00-5
Brookdale-Henn Lib
6125 Shingle Cr pkwy
conf-rm B
topic coding OOP
Keven Kassulker
535-2968

8) Hypercard 7 pm
East Lake Lib
2727 East Lake st.
Topic: scripting
and Q & A
Pete Fleck
370-0017

10) Main Apple II/GS
GIG, Van Cleve Park
15th S.E. & Como ave.
topic: build a disk
drive & MirrorRep
Tom Ostertag
488-9979

12) Filemaker Pro 7 pm
Highland Park Lib
1974 Ford Pkwy
topic: open
Steve Wilmes
458-1513

14) Desktop Publ. SIG
7 pm St Anthony Lib
2245 Como Ave
topic: unknown
Bob Grant
827-6294

16) Fourth Dimen. 7 pm
Stony Hills apts party
rm, 3581 Xenium ln.
Plymouth, Topic:
unknown, call
Ian Abel at
920-5520

18) Apple II Novice
Murray Jr High
2200 Bufford
St. Paul, topic:
open forum
Tom Ostertag
488-9979

20) Appleworks SIG
Murray Jr High
2200 Bufford
St. Paul, topic:
Advanced Word Proc.
Les Anderson
735-3953

22) Mac Novice 7 pm
Highland Park Lib
1974 Ford Pkwy
St. Paul, topic:
open call Tom Lufkin
at 698-6523

24) Mac Programmers
SIG 7 pm Murray
Jr High 2200 Bufford
St. Paul, topic: new
Features Think-C 6.0
Gervalse Kimm
379-1836

Chg 10) Main Apple
GIG Murray Jr High
2200 Bufford
topic: data
Recovery
Tom Ostertag
488-9979

chg 4) Main Mac GIG
7 pm Penn Lake lib
8800 Penn ave S.
Bloomington, topic: Pro-Active
Marketing/Marty Probst
call Mike Carlson
866-3441 (daytime)

chg 20) Appleworks
SIG Murray Jr High
2200 Bufford
St. Paul, topic:
Potpourri
Les Anderson
735-3953


chg 24) Mac Prog.
SIG 7 pm Murray
Jr High 2200 Bufford
St. Paul, topic: Apple
Open Collaboration Env.
Gervalse Kimm
379-1836

GM) Annual General
Membership meeting
10 am - 1 pm, Norwest
bank, 5320 Lyndale ave
S Mpls (north of crosslwn)
go to rear & to 2nd floor
Tish Cavalier 789-5465

SM) Swap Meet 10 am
Apache Plaza
3800 Silver lake road
N.E. Mpls (New Brighton)
call Tom Gates for free
booth at 789-1713

The Minnesota Apple Computer Users' Group, Inc.

C o n t e n t s

Section	Sub-Section	Subject	PG.
C a l e n d a r s	April	Meetings & special Events	2
	May	" " " "	2
	Legal notices	Copyrights / Trademarks	47
H e l p	Perspective members	getting started	4
	Members answering	Technical Questions	4
	Macintosh	Current lineup	6-10
 Mini'app'les	Board	pPositions defined	10
		<i>Highlights</i>	13
		<i>Minutes</i>	27-33
		Lotus 1-2-3	11
		Lexmark 4079	12
Macintosh		Apple QuickConnect	34-45
		Membership appl.	46
		Mac Q & A	12
			13
		EDOM/NL Ref	13
CONTACTS AND REF. INFO.		Reference	47
		EDOM/Newletter	14
		membership appl	46

Prospective members Guide

Welcome!

This guide is meant to be addition to the calendars and reference pages, in other words its not complete, so don't rely to heavily on it.

Mini'app'les is made up of about 1 dozen groups that pretty much fall into two categories:

* General Interest Groups (GiG's), which are sub-divided into novice and experienced groups, they total four to five groups.

The last category is Special Interest Groups (SIG's), which there are roughly 8-10 groups. For more info on these groups checkout the newsletter (NL), call contacts listed in NL, attend one of the meetings, call the Bulletin Board or Voice mail systems.

There you have it your on your way! — No just kidding! Here's some other tips and warnings to make your experience a little less confusing.

#1 Always double check calendar sources (mini'app'les NL, Computer User ect . . ., or you may end up at the wrong location, at the wrong time or date until you learn the ropes of this organization.

#2 Talk to someone live you may save your self a few wasted trips. Two good sources for this information are the (GIG / SIG leaders), and board members.

#3 Don't judge the group on one visit, most of our speakers are donating their time. You may not always view a bells & whistles demonstrations (companies spend lots of money and time producing presentations), but one advantage with the less formal setting is you might have more opportunity to ask those questions. My last comments refers you to several good places to start your search, for technical questions check out the members helping members section on this page or the reference section in the back inside cover of the NL.

Hopefully the contents can also get you started in the right direction, enjoy!

Members Helping Members

Software not responding to humans?

Have a question the manual doesn't answer?

Members Helping Members is a group of volunteers who have generously agreed to help.

Please: call at the times listed *only if you are a member and own the software*
They are just a phone call away!

Contact	Phone	available	Macintosh	Key	Apple II	Key	Apple IIGS	Key
Steve Wilmes	450-7448	E	Adobe Illustrator	21	AppleWriter	2	AppleWorksGS	15
Tom Ostertag	488-9979	E	Beginners	13, 14	AppleWorks	2, 23, 25	APW	20, 23
Tom Gates	789-1713	EW	Canvas 3.04	5,7	Ascii Express	3	Complete Pascal	10
Tom Edwards	927-6790	E	FileMaker II, Pro	1, 17	BASIC	5	Delux Paint II	25
Earl Benser	884-2148	EW	Freehand	22	Beagle Buddy	23	Gen. Information	3, 10
Dan Buchler	435-3075	E	General	14, 17, 18	Dazzle Draw	25	GraphicWriter II/III	15
Keven Kassulker	535-2968	EW	Double Helix	16	DB Master	7	GS/OS	3, 10
Fritz Lott	377-3032	E	HyperCard	6, 9	Educ. Software	25	HyperStudio GS	3
Peter Fleck	370-0017	DEW			Gen. Information	25	Merlin 16+	15
Randy Dop	452-0425	EW			Home Acc'n't	20	Mousetalk	15
Ed Spitzer	432-0103	D	MAC		PublishIt!	23, 25	PaintWrks + Gold	15, 25
Bob Rosenberg	377-4300	EW			ProTERM	23, 25	Prosel	2
Bob Rosenberg	340-0234	D			Quicken	25	TML Basic	3, 10
John Hackbarth	715-246-6561	D	Micro-		Talk Is Cheap	3	TML Pascal	3, 10
Jim Horswill	379-7624	DEW	soft		TimeOut	2	Writer's Choice	15
Tom Michals	452-5667	DEW	Excel	5,6,17,18	TO Graph	2	To become a member helping members leave your name and phone number on mini'app'les BBS at 892-3317 or Voice-Mail at 229-6952	
Arnie Kroll	433-3517	E	Word	4,5,6,14,17				
Michael Foote	507-645-6710	DEW	Works	11,17	APPLE III Key			
Richard Becker	870-0659	EW	Networking	5, 6, 13	General	12		
Steve Peterson	922-9219	EW	PageMaker	4, 6, 17				
Jodi Roste	933-1698	EW	PostScript	8				
Nancy McClure	227-9348	DEW	Power Point	5	<i>We appreciate your cooperation!</i>			
James Fullwood	454-7610	EW	QuickBasic	5, 6				
Rand Sibet	560-8103	EW						

Tree

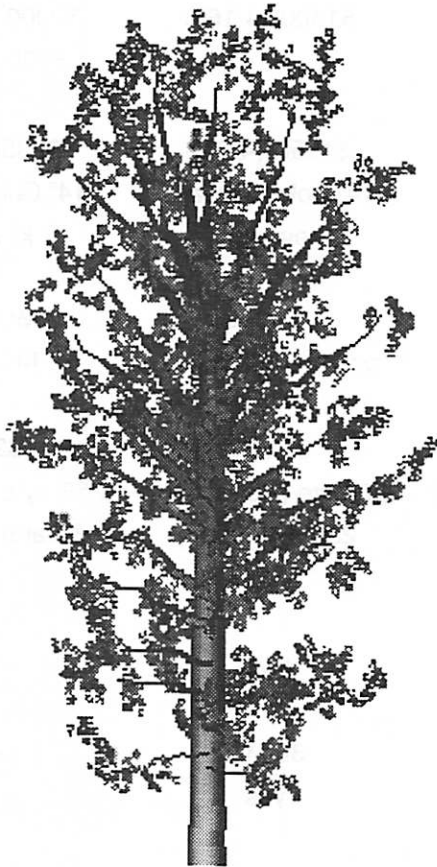
Here's a new and highly-focused software treat, with a disarmingly simple title...TREE.

Remember the song from your early schooldays in which "Only God can make a Tree?" Well, this is your chance to play deity. The arborists of Onyx Computing have designed a program that allows you to create photo-realistic trees of many varieties: maple, ash, poplar, elm, willow, magnolia, etc. You can construct them festooned with spring's budding branches, in their splendid fall foliage or—if you're inspired by the view from your window on this chilly day, in Bergmanesque winter starkness.

You can create trees from their basic outlines if you like, then render them by using a variety of sliders in a dialog box to alter their characteristics, e.g., trunk and branch sizes, color, leafiness, etc.

Creating Tree forms with mouse clicks has real therapeutic value for the artistically handicapped. For more

Paul Cohen



Elm — Spring Foliage

practical purposes, the program will save a lot of painstaking drawing when embellishing architectural plans and landscape designs. A Random Seed feature will allow you to create as many as a thousand versions of a tree type, each with a slightly different appearance. Twist buttons let you horizontally rotate a tree in one degree increments to create new views. This should go a long way toward eliminating those dull, serried rows of greenery common to those plans.

Some limitations:

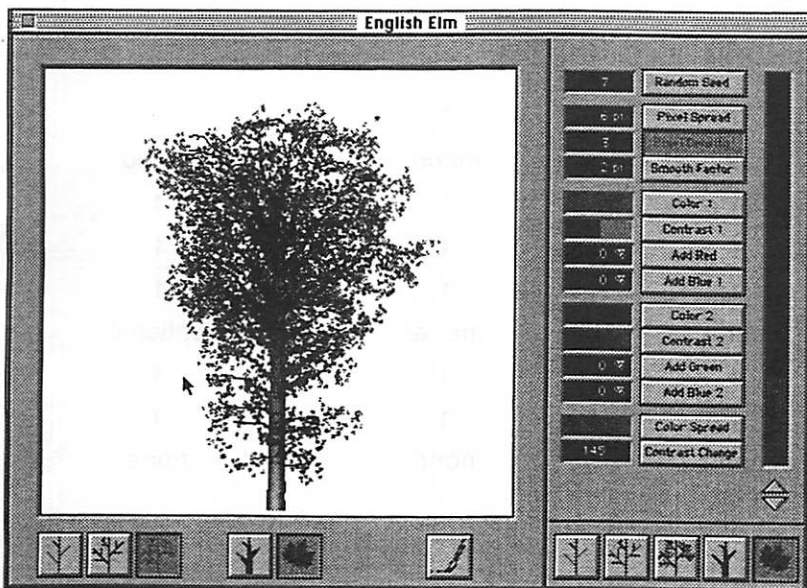
Tree renderings are saved as PICT files — 400 x 300 pixel bitmaps. While the 72 dpi artwork reproduces surprisingly well in both grayscale and color in small scale, tree trunks will appear "jaggy" when enlarged. The Onyx people say the next version will be capable of setting optional output resolutions. Another refinement-needed is the fissured, craggy look of real wood bark to give tree trunks a more textured, realistic appearance. And while you're at it, Onyx, how about the absence of conifers? The models are all based on deciduous trees. For some reason, the biologically based algorithms have not yet figured out how to produce needles and cones in addition to leaves.

Architects and related professionals aside, you may not, at first, imagine to what use you can put this unique program, but if you are a lover of nature's leafy towers and have an itchy green thumb, you will be enchanted by TREE. ~

List price: \$295.

Onyx Computing, Inc.

10 Avon St., Cambridge, Mass. 02138
(617) 876-3876



Macintosh Feature Comparison

	<u>Color Classic</u>	<u>LC III</u>	<u>IIvx</u>	<u>Centris 610</u>
Price:				
List Price	\$1389 (4/80/Kbd.)	\$1349 (4/80) \$1499 (4/160)	\$1899 (4/80) \$2339 (5/80/CD) \$2269 (4/230)	\$1859 (4/80/No Enet) \$1969 (4/80) \$2519 (8/230) \$2899 (8/230/CD)
Street Price [CPU Only]	\$1300 (4/80/Kbd.)	\$1250 (4/80) \$1400 (4/160)	\$1650 (4/80) \$2000 (5/80/CD) \$2000 (4/230)	\$1859 (4/80/No Enet) \$1700 (4/80) \$2200 (8/230) \$2500 (8/230/CD)
Street Price [System]	\$1300 (4/80)	\$1950 (4/80); 14" Color Display; keyboard	\$2350 (4/80); 14" Color Display; keyboard	\$2500 (4/80/Enet); 14" Color Display; keyboard
CPU:				
Processor	MC68030	MC68030	MC68030	MC68LC040
Floating Point Unit	optional MC68882	optional MC68882	MC68882	none
Data Bus [bits]	16	32	32	32
Clock Speed	16 MHz	25 MHz	32 MHz	25 MHz
RAM Cache	256-byte (instruction); 256-byte (data)	256-byte (instruction); 256-byte (data)	256-byte (instruction & data); 32K (disk)	4K (instruction); 4K (data)
Memory:				
Motherboard RAM	4 MB	4 MB	4/5 MB	4 MB
SIMM slots	2	1	4	2
Maximum RAM	10 MB	36 MB	68 MB	68 MB
Memory Mgmt Unit	yes	yes	yes	yes
Video:				
VRAM	256 to 512K	512 to 768K	512 to 1024K	512 to 1024K
Display	10" color CRT (512x384)	Internal VRAM video	Internal VRAM video	Internal VRAM video
Ports:				
ADB	2	1	2	2
Audio Out	mono	mono	mono	stereo
Audio In	1	1	1	1
Modem	1	1	1	1
LocalTalk	1	1	1	1
EtherTalk	none	none	none	optional
Video	none	1	1	1
SCSI	1	1	1	1
External Floppy	none	none	none	none

Macintosh Feature Comparison

Centris 650

PowerBook 160

PowerBook 165c

PowerBook 180

Price:

List Price	\$2699 (4/80/No Enet) \$3189 (8/80) \$3559 (8/230) \$3939 (8/230/CD)	\$2429 (4/40) \$2789 (4/80) \$3149 (4/120)	\$3399 (4/80) \$3759 (4/120)	\$4109 (4/80) \$4469 (4/120)
Street Price [CPU Only]	\$2500 (4/80/No Enet) \$2800 (8/80) \$3200 (8/230) \$3500 (8/230/CD)	\$2200 (4/40) \$2500 (4/80) \$2800 (4/120)	\$3200 (4/80) \$3500 (4/120)	\$3800 (4/80) \$4100 (4/120)
Street Price [System]	\$3500 (8/80/Enet); 14" Color Display; keyboard	\$2500 (4/80)	\$3200 (4/80)	\$3800 (4/80)

CPU:

Processor	MC68040	MC68030	MC68030	MC68030
Floating Point Unit	built into MC68040	none	MC68882	MC68882
Data Bus [bits]	32	32	32	32
Clock Speed	25 MHz	25 MHz	33 MHz	33 MHz
RAM Cache	4K (instruction); 4K (data)	256-byte (instruction); 256-byte (data)	256-byte (instruction); 256-byte (data)	256-byte (instruction); 256-byte (data)

Memory:

Motherboard RAM	4 MB	4 MB	4 MB	4 MB
SIMM slots	2	1	1	1
Maximum RAM	132 MB	14 MB	14 MB	14 MB
Memory Mgmt Unit	yes	yes	yes	yes

Video:

VRAM	512 to 1024K	512K	512K	512K
Display	Internal VRAM video	9.8" gray-scale LCD (640x400)	9" color LCD (640x400)	9.8" gray-scale active-matrix

Ports:

ADB	2	1	1	1
Audio Out	stereo	stereo	stereo	stereo
Audio In	1	1	1	1
Modem	1	1	1	1
LocalTalk	1	1	1	1
EtherTalk	optional	none	none	none
Video	1	1	1	1
SCSI	1	1	1	1
External Floppy	none	none	none	none

Macintosh Feature Comparison

	<u>Duo 210</u>	<u>Duo 230</u>	<u>Quadra 800</u>	<u>Quadra 950</u>
Price:				
List Price	\$2249 (4/80)	\$2609 (4/80) \$2969 (4/120) \$3219 (4/120/Modem)	\$4679 (8/230) \$5429 (8/500) \$5829 (8/500/CD)	\$5609 (8/No HD) \$6099 (8/230) \$6849 (8/500)
Street Price [CPU Only]	\$2000 (4/80)	\$2300 (4/80) \$2600 (4/120)	\$4000 (8/230) \$5000 (8/500) \$5400 (8/500/CD)	\$5000 (8/No HD) \$5400 (8/230) \$6000 (8/500)
Street Price [System]	\$2550 (4/80); Duo MiniDock	\$2850 (4/80); Duo MiniDock	\$4700 (8/230); 14" Color Display; keyboard	\$6100 (8/230); 14" Color Display; keyboard
CPU:				
Processor	MC68030	MC68030	MC68040	MC68040
Floating Point Unit	none	none	built into MC68040	built into MC68040
Data Bus [bits]	32	32	32	32
Clock Speed	25 MHz	33 MHz	33 MHz	33 MHz
RAM Cache	256-byte (instruction); 256-byte (data)	256-byte (instruction); 256-byte (data)	4K (instruction); 4K (data)	4K (instruction); 4K (data)
Memory:				
Motherboard RAM	4 MB	4 MB	8 MB	none
SIMM slots	1	1	4	16
Maximum RAM	24 MB	24 MB	136 MB	256 MB
Memory Mgmt Unit	yes	yes	yes	yes
Video:				
VRAM	512 to 1024K w/dock	512 to 1024K w/dock	512 to 1024K	1024 to 2048K
Display	9" gray-scale LCD (640x400)	9" gray-scale LCD (640x400)	Internal VRAM video	Internal VRAM video
Ports:				
ADB	1 w/dock or floppy	1 w/dock or floppy	2	1
Audio Out	adapter	adapter	stereo	stereo
Audio In	mono w/dock	mono w/dock	1	1
Modem	1 w/dock	1 w/dock	1	1
LocalTalk	1 w/dock	1 w/dock	1	1
EtherTalk	1	1	1	1
Video	none	none	1	1
SCSI	1 w/dock	1 w/dock	1	1
External Floppy	1 w/dock	1 w/dock	none	none
	1 w/dock or floppy adapter	1 w/dock or floppy adapter		

Macintosh Feature Comparison (cont'd)

	<u>Color Classic</u>	<u>LC III</u>	<u>IIvx</u>	<u>Centris 610</u>
Slots:				
NuBus	none	none	3	optional
Processor Direct Slot	1	1	1	optional
Cache Card	none	none	none	none
Other:				
Size [H"xW"xD"]	14.5x9.9x12.6	3.2x12.2x15	6x13x16.5	3.4x16.3x15.6
Weight	22.5-23.2 lbs	8.8 lbs	25 lbs	14 lbs
MacUser:				
Pros	Cheapest color Mac; compact	Fast; good value; supports 16-inch display	CD-ROM option; 32-MHz 68030; RAM cache	Cheapest 68040; CD-ROM option; Ethernet
Cons	Slow 16-bit data path; no video out; limited expansion.	No 24-bit color; limited expansion.	No Ethernet; no support for 16-inch display	No 24-bit color; no FPU; limited expansion.
Ideal Users	Good for home; students; small business	Moderate power for office workers	Sacrifices Centris performance for lower cost	Good for power users who don't need expansion

	<u>Centris 650</u>	<u>PowerBook 160</u>	<u>PowerBook 165c</u>	<u>PowerBook 180</u>
Slots:				
NuBus	3	none	none	none
Processor Direct Slot	1	none	none	none
Cache Card	none	none	none	none
Other:				
Size [H"xW"xD"]	6x13x16.5	2.25x11.25x9.3	2.29x11.25x9.3	2.25x11.25x9.3
Weight	25 lbs	6.8 lbs	7.0 lbs	6.8 lbs
MacUser:				
Pros	Fast; CD-ROM option; 3 NuBus slots; Ethernet	Gray-scale display; video out	Color display; video out; FPU	Gray-scale active-matrix display; video out; FPU
Cons	No 24-bit color; cheapest config. has no FPU	LCD screen; no FPU	LCD screen; short battery life; reduced performance	Some screen shimmer at high angle; expensive
Ideal Users	Flexibility and power without Quadra storage options	Ideal for travelers who make presentations	Color display makes 165c a good primary Mac	Excellent choice for power user's primary Mac

Macintosh Feature Comparison (cont'd)

	<u>Duo 210</u>	<u>Duo 230</u>	<u>Quadra 800</u>	<u>Quadra 950</u>
Slots:				
NuBus	2 w/DuoDock	2 w/DuoDock	3	5
Processor Direct Slot	1 w/dock	1 w/dock	1	1
Cache Card	none	none	none	none
Other:				
Size [H"xW"xD"]	1.5x10.5x8.5	1.5x10.5x8.5	14.25x8.9x16	18.6x8.9x20.6
Weight	4.2 lbs	4.2 lbs	25.3 lbs	36.75 lbs
MacUser:				
Pros	Docking option; gray-scale display; small and light	Docking option; gray-scale display; small and light	Fastest Mac; expandable; CD-ROM option; Ethernet	Very fast & ex- pandable; 24-bit color option; Ethernet
Cons	LCD screen; no internal floppy; most ports are in dock	LCD screen; no internal floppy; most ports are in dock	No 24-bit color	Expensive
Ideal Users	Duo offers portability and flexibility	Dockable notebook suitable for power user	High-end Mac makes great personal workstation	Ideal server; powerful and expandable

Board of Directors

E. LEADERSHIP RESPONSIBILITIES

- General Duties.** The duties of the elected officers are in general to:

 - Promote the purpose and membership of Mini'app'les.
 - Administer the bylaws of the Mini'app'les.
 - Assure the financial well-being of the Mini'app'les.
 - Attend and report at each board meeting.
 - Carry out decisions of the board in a timely manner.
 - Appoint staff and committees as necessary, subject to board approval.
 - Communicate to the board the needs of appointed staff and membership in general.
- Duties of the President.** The President will:

 - Provide leadership and direction to the general membership and to the board of directors.
 - Prepare an agenda for each board meeting.
 - Chair Mini'app'les board and general membership meetings at which business is conducted.
 - Assign duties to board and staff members.
 - Establish goals to be reached during the term in office.

- Duties of the Vice President.** The Vice President will:

Assist the President with the duties of that office and in the absence of the president, assume the duties of that office.

Organize the program, facilities and equipment for general membership meetings including meetings for nominations or voting by membership.

Coordinate participation in events, such as trade shows and seminars.

- Duties of the Treasurer.** The Treasurer will:

Maintain the Mini'app'les financial records and records of Mini'app'les assets.

Prepare a written financial report to include income, disbursements, current account balances and assets, at each board meeting.

This report will be included in the minutes.

Prepare an annual budget.

Be cognizant of and act upon requirements of the IRS and Minnesota State Department of Revenue in a timely and efficient manner.

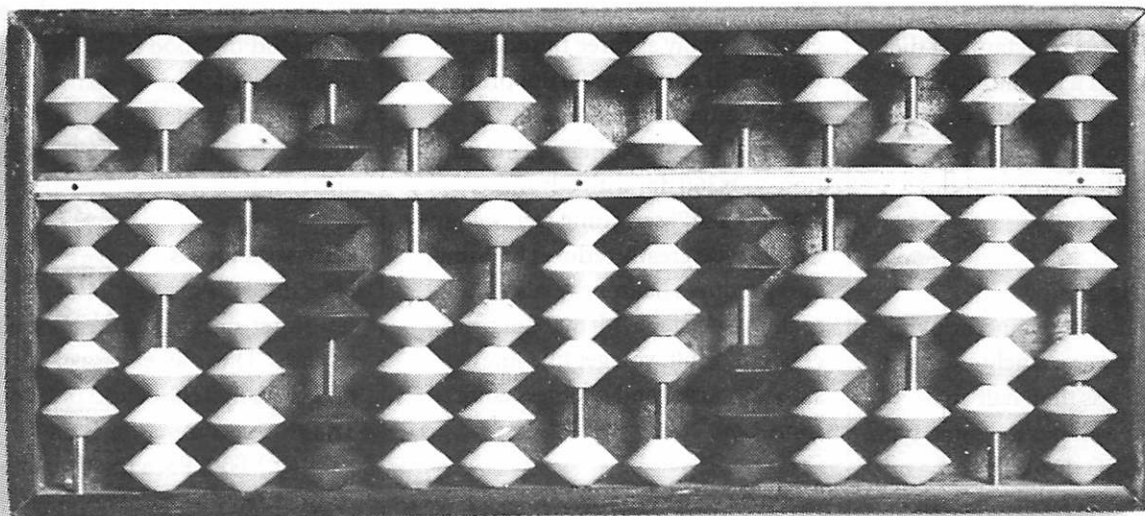
Administer the collection of all moneys due the Mini'app'les.

Establish and maintain bank accounts in the name of the Mini'app'les.

Deposit all moneys in the Mini'app'les bank account(s) in a timely and efficient manner.

Pay all bills and demands as authorized by the board.

It's been centuries since working with numbers was this easy.



Like the abacus, 1-2-3[®] for Macintosh[®] was inspired by simplicity, and the new Release 1.1 is even simpler to use. Now you can drag-and-drop data between worksheets. And with new SmartSum, you can simultaneously sum multiple ranges. Plus only 1-2-3 for Macintosh is fully compatible with other versions of 1-2-3.

The easiest graphing of any Mac[®] spreadsheet.

The remarkable graphing and charting capabilities of 1-2-3 make it the best Macintosh spreadsheet for presenting data. Because unlike Microsoft[®] Excel, 1-2-3 lets you store your graphs and charts in the same file as your worksheets. So you can manipulate data, text and graphics all in the same file with *one* set of menus and only *one* set of tools.

Now Release 1.1 takes these graphing capabilities even further. Like the ability to paste pictures behind your graphs, stack pictures to form bar charts,

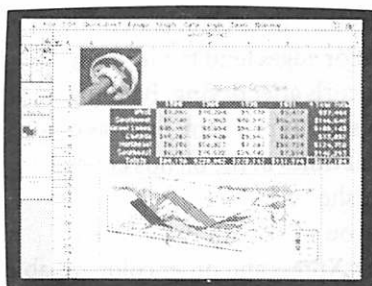
and view your graph source data by scrolling up the bottom edge of your graph.

True 3D makes organizing and analyzing data fast and easy.

Only with the true 3D capabilities of 1-2-3 can you easily consolidate multiple spreadsheets into *one* file without having to link the files. 3D allows all spreadsheet functions to be performed *through* multiple worksheets just as they are performed down rows and across columns.

1-2-3 for Macintosh—the easiest way to work with numbers to come along in centuries. To see for yourself, buy a copy from your Lotus Authorized Reseller,* and try it for 60 days with a full money-back guarantee direct from

Lotus.[®] Or call **1-800-TRADEUP, ext. 7710**** for a free working model. (Excel users be sure to ask about our special upgrade price.***)



New graphing enhancements in Release 1.1 let you turn your numbers into graphic presentations faster and easier than ever.

Lotus

1-2-3 for Macintosh

*Ask your Apple Authorized Retailer about Apple's new "Easy Way" bundle, which gets you 1-2-3 and three other leading software products at a great price. **In Canada call 1-800-GO-LOTUS. ***Please have your credit card and product package ready when you call. ©1992 Lotus Development Corporation, 55 Cambridge Parkway, Cambridge, MA 02142. All rights reserved. Lotus and 1-2-3 are registered trademarks of Lotus Development Corporation. Microsoft is a registered trademark of Microsoft Corporation. Mac and Macintosh are registered trademarks of Apple Computer, Inc.

IBM Color Jetprinter PS 4079

Color for the Masses?

Recently, I had the opportunity of having IBM/LexMark's new PostScript color printer at my disposal for a week – regrettably, too short a time to really put it to a thorough test. Nevertheless, it was a fun week and we parted reluctantly. I did manage to run out a few hundred color proofs from artwork and layouts done in Photoshop, Xpress, FreeHand and Illustrator, without a single printing hitch.

Out of the box

Setting up the Jetprinter and hooking it up to the Mac was a cinch; I was up and printing in less than half an hour. Fortunately, it has the same type of convenient LCD display panel as the LexMark 10A LaserPrinter; the basic functions can also be controlled from the keyboard through software.

First reactions

My first reaction was surprise at the speed with which the Jetprinter processed the color file downloads. It has a 16 MHz AMD 29200 advance RISC processor, 32-bit bus, advanced memory compression and support for the FastBytes protocol. It is capable of switching automatically between GL plotter and PostScript emulation. For those who have a mix of machines, there are three hot ports (Parallel, Serial and AppleTalk) for concurrent operation between Macs, PCs, LAN and Novell networks.

Printing, however, was another matter. Like other jet printers, the 4079 sweeps back and forth across the page as it sprays its 4-color (CMYK) inks, sounding a bit like muffled wood-sawing. This is *slow* compared to laser printing, but thankfully, it does the job in one pass.

The 4079 (how did they come up

Paul Cohen

with that arcane number?) is a true 4-color process printer that produces vivid laser-quality color and rich, dense blacks. LexMark claims "it generates as many as three times the number of colors as 300 dpi printers and the superior color quality is achieved by combining high-resolution 360x360 dpi with advanced ColorGrade™ screening technology. Colorgrade greatly reduces banding, and produces halftone quality normally associated with 600 dpi printers. As a result, you get fine lines, smooth curves and seamless color transition."

Some reservations

I have reservations about some of those claims. While the JetPrinter's excellent resolution yields crisp type and line art that are rendered beautifully on transparencies for overhead projection and specially coated stock, the same cannot be said of printing on plain paper. The coated stock supplied with the printer yields far better results than does plain paper, where the color edges tend to bleed and the sheet curls after drying. Banding is not a serious problem, but was evident at times in the blends created in Photoshop and FreeHand.

If you work with PageMaker, Quark Xpress and other color-capable software, the Color Jetprinter PS will generate Pantone-licensed colors for all your layouts, designs and graphics; its PostScript compatibility provides you with 35 scalable fonts.

An outstanding feature of the 4079 is the single, universal paper feeder that handles everything from envelopes to B-size (tabloid) 11 x 17 inch sheets. The only add-on is more

memory, and since the printer comes with 4MB of RAM you will most likely need more, especially if you're working with Photoshop files. Physically, the machine is so lightweight it can easily be moved around your studio – good for a little workout now and then. It warms up very quickly and is silent as a lamb when idle. Changing ink cartridges is quick and handy.

Comparisons

How does the LexMark Color JetPrinter stack up against others in its class? That's an easy one – there are no others in its class and price range. The closest competitor is the HP Paintjet XL300PS, a high-quality printer that does superior halftone renderings – but the HP list price is a towering \$1500 more expensive than the LexMark, making the latter the most affordable Postscript color printer available to my knowledge.

Summing up

So...is the JetPrinter 4079 something you ought to be considering to sit alongside your trusty laserprinter? Yes, if you are producing CAD/CAM and other finely-detailed technical artwork. Yes, if you do lots of presentations, reports and charts, especially for overhead projection. Yes, for full-color desktop publishing where true-color matching is *not* essential.

The machine lists for \$3495 with standard 4 MBs of memory, and more memory upgrades are optional. The street price should be in the \$2800-\$2900 range. ~

LEXMARK

5. **Duties of the Secretary.** The Secretary will:
 - Record in a permanent form the minutes of all board and general membership meetings at which business is conducted.
 - Record the results of elections.
 - Archive and maintain all Mini'app'les records other than those kept by the Treasurer.
 - Keep a Mini'app'les calendar.
 - Assist the President and Vice President in correspondence as required.
6. **Duties of the Past President.** The Past President will:
 - Provide continuity in the leadership of the Mini'app'les.
 - Assist the President with the duties of that office.
 - Provide historical references for decision making process.
7. **Duties of the Publications Director.** The Publications Director will:

Oversee publication of the newsletter.

Appoint with consent of the board:

- Newsletter Editor and assistants
- Advertising Coordinator

cont

8. **Duties of the Software Director.**

The Software Director will:

PG 14 →

Oversee all software publication efforts.

Coordinate acquisition and duplication of softw

Appoint with consent of the board:

- Software Editor(s)
- Software Sales Coordinator(s)

9. **Duties of the Operations and Resource Director.** The Operations and Resource Director will:

Oversee all matters related to operations and resources of Mini'app'les and its members.

Coordinate the use of equipment owned by Mini'app'les.

Newsletter Staff:

Because of the turnover in the newsletter staff, please direct all inquiries to me until a new team is put in place. I've offered to help until end of March 93, after that time route it to the proper person, or if no person exists send it to mini'app'less

P.O. Box.

During any confusion I'll do my best to forward to the proper individuals.

Keven Kassulker

7779 4th ave N.

New Hope, MN 55428-4515

ph: 535-2968

All text based stories and minutes

should be uploaded to the newsletter area on the BBS. I'm not a word processing clerk so if you want in the newsletter, share in the work. For those who don't have modems don't assume that reason to dump the work on me. Try someone in your SIG, else if still having difficulty, give me a call I'll try to help.

Mini'app'les software reference: Make checks payable to mini'app'les

Mail to mini'app'les Attention: EDOM sales P.O. Box 796, Hopkins, MN 55343

New members receive a package of member lists and software catalogs.

	eDOMs	At Meetings	Mail Order
Members:	5 1/4" eDOMs	\$3.00	Add
	5 1/4" System	\$1.00	
	3 1/2" Apple/Mac eDOMs	\$5.00	per disk,
	3 1/2" System	\$3.00	
	3 1/2" System 7.0 (9 disks)	\$15.00	
Non-Members:	5 1/4" eDOMs	\$6.00	\$4.00
	3 1/2" Apple/Mac eDOMs	\$10.00	maximum.

GREGORY CARLSON
SOFTWARE DIRECTOR

Box 796
Hopkins, MN 55343

544-8252

Software Director's Staff

- Mac eDOMs: Jacque Gay, Jim Spencer & Mary Kosowski
 Apple eDOMs: Bill Job, Randy Peterson & Tom Gates
 eDOM Sales: Mac - Allen Mackler & Mary Kosowski
 Apple - Les Anderson

Current Apple System Software Available Through mini'app'les

Software	Version	Date	Format
Apple II, II+ //c, //e			
DOS 3.3 System Master	n/a	09/10/85	5.25"
Apple II System Disk	3.2	07/16/90	5.25"/3.5"
ProDOS 8	1.9	07/16/90	5.25"/3.5"
Apple IIGS			
GS/OS System (6 disks)	6.0	4/92	3.5"
HyperMover (2 disks)			3.5"
Macintosh			
System 7.0 (9 disks)	7.0	4/25/91	3.5"
System 7 v1.1.1 Tuneup	n/a	4/25/91	3.5"
Quicktime (2 disks)	6.0.7	10/09/90	3.5"
HyperMover (2 disks)			3.5"

Apple System Software disk prices are as follows:

- 3.5" System disks \$3.00 each.
- 5.25" System disks \$1.00 each.

Notes:

System/Program Disks are available only as a complete set.
 GS/OS System v6.0 is \$10.00 per set.
 Mac System v7.0 is \$15.00 per set.



Annual General Membership meeting rescheduled for April 24th!

by Keven Kassulker

See cover flyer for more details. A poorly announced meeting was attempted on March 6th. About 30 members attended. About 60% volunteered to get more involved in helping the club do some regrouping (see subcommittee list).

Highlights of recent board activity

Keven Kassulker and 13 other user groups board members from clubs all over the US attended a plant tour of Lexmark (former IBM printer division). It seems that their trying to break into the Mac printer market. Their color laser (4079) reviewed on pg 12 was there new printing that they were hyping. I learned alot about other user groups and will share more when time permits.

=====

Proposed Changes to BYLAWS, Subsections 1 and 2

1. Procedure for requesting changes to bylaws:
(a) Any board member or member may request changes to the bylaws by submitting a signed request, including proposed changes, to the President or Presiding Officer of the last board meeting, following the currently existing procedure for submitting items to the agenda of next board meeting. The member requesting change or their representative, or the board member requesting change must be in attendance at that board meeting.

(b) By petition: At least 25 members with voting rights or 5% of the members with voting rights, whichever is less, may propose a resolution for action by the members to amend the bylaws. The resolution must contain the provisions proposed for amendment.

2. Procedure for changing bylaws:

(a) Bylaw changes approved by the board will be published in the Mini'app'les newsletter or in a Special Mailing at least two months prior to the election of ratification.

(b) Changes to the bylaws proposed in accordance with Section 1 and being rejected by vote of the board or tabled for more than 45 days shall be submitted to members when at least 25 members or 5% of the members, whichever is less, request that requested changes be brought to the membership for a vote, such request to be made in writing over the signatures of the members making the request and filed with the President, Vice President or Secretary of the board. This call for vote by member shall be published in Mini'app'les newsletter or Special Mailing (ballot maybe included) within 60 days of filing. Election of ratification shall be held in the month starting not more than 31 days later. All signers of the petition must be eligible to vote at the time of the ratification election.

3. The ratification shall be by means of a written ballot as published in the Mini'app'les newsletter or Special Mailing. Ballots will be accepted at Mini'app'les meetings or by mail. All ballots must be received by the 28th of the month in which the vote is taken. A two-thirds majority of those voting is necessary for ratification of changes to the bylaws.

4. Changes to these bylaws become effective the first day of the month following the election of ratification.

5. For purposes of Section H. of these bylaws, the newsletter will be presumed to be published on the first day of the month shown on the cover of the newsletter. Notification by Special Mailing will be presumed to be given on the date postmarked on the mailing.

See pages 20 through 33 for Edoms and minutes for months Aug 92 thru Jan of 1993.

(BOARD) FROM PAGE 13

Maintain a consultant and information network for the Mini'app'les.

Appoint with consent of the board:

Hardware and Software Advisor(s)
Bibliographer
Hardware Coordinator(s)
BBS Coordinator

10. Membership Director. The Membership Director will:

Oversee the maintenance and processing of membership records and materials

Promote membership

11. Duties of the Interest Group Directors.

The Interest Group Directors will:

Oversee all matters related to the development and maintenance of Special Interest and Community Interest groups

Encourage and assist in the formation of new interest groups

Act as spokesperson to the board for group representatives

Board nominations Wanted!

Review leadership positions listed on pg 10,13,14
Ask Questions!
Get involved!

Fifteen new volunteers is a good start.

Some committees could use a few good helpers.

Short or long term volunteers needed for variety of tasks.
Call members and ask how you can
help!

Subcommittee Chairs and Members

Est. 6 March 1993

Communications

Bob Demeuls, Chair.....559-1124
Tom Gates.....789-1713
Steve Axdal.....459-9962
Wade Brezina.....(715) 485-3585
Erik Knopp.....636-3244

Tom Edwards.....927-6790
Erik Knopp.....636-3244

Focus/Planning

Wade Brezina.....(715) 485-3585
Jim Spencer.....776-4446
Wayne Couillard.....945-9628

Volunteers

Tish Cavalier, Chair.....789-5465
Greg Carlson.....544-8252
Les Anderson.....735-3953

Denis Diekhoff.....920-2437
Greg Carlson.....544-8252
Keven Kassulker.....535-2968
Ken Slingsby.....RURAL WELCH RT 2 B
Harry Lienke.....457-6026

Patronize
Our
Advertisers

Photoshop Magic

For those of you who may have found the last exercise in Alpha channels a bit daunting, I've decided to show you how to produce some of the same effects the easy way. You can create and save multiple selections, combine them and even produce compounds using PhotoShop paths.

Clipping path magic

There are a couple of major advantages to this. The first is hard drive space. To create the simple 245K image in this exercise with Alpha channels would result in a 1.5MB file. The entire image here, including the five selection masks used to construct it, all live comfortably in that 245K. Secondly, you can edit the masks with the Pen tool almost exactly the way you create paths in Adobe Illustrator. These paths can be deadly accurate because they are Postscript curves.

Paths are also indispensable because they can serve as clipping paths (when saved in EPS format). Text will run around them in Quark Xpress. Objects with clipping paths will drop out of their backgrounds when placed in your page layout program. You can use them to superimpose line art over photos, photos over each other, or even to have parts of photos coming out of their frames.

Why not convert all your alpha channels to paths then? Well, you would still need to convert your paths back to alpha channels to really manage the kind of add and subtract wizardry that you learned about in the Calculate> Submenu exercise. When you did convert them they would most definitely degrade. You'll find that the way PhotoShop converts an Alpha selection to a path can be pretty nasty. To make the selection accurate often requires extensive tweaking of the path points. This makes paths really unsuitable for saving text created in PhotoShop (even though this is what we will be doing in this exercise). Also, paths saved and applied through the path submenu are not antialiased so they can produce jaggie selections.

Paths are best used for storing regular open selections. They excel in this task. Alpha channels are most useful for storing complex irregular selections, selections with antialiasing and, most fun of all, selections that are halftones. We will work with halftone Alpha channels in our next article.

For those of you who feel above this, please play along; I plan to finish with a confusing bit of compounding trickery that I don't altogether understand myself, but is capable of producing some very interesting effects.

John Ryan

Let's get started...

Create a new Gray Scale PhotoShop document. Make it 7 x 7 inches and 72 dpi.

When the document opens up, choose "Show Rulers" and "Show Info" from the "Window" menu. Reposition the Info window to the upper right of the screen out of the way. You should get in the habit of working with the Info window open. Under the file menu select "Preferences>General." Set the Path Tolerance to 3.

We'll now create the first path. Choose the Square selection tool. Place the cursor at the top center. The info box should show coordinates of X: 3.5, Y: 0.00. Drag down to the lower left corner, selecting the left half of the image. At the bottom of the "Select" menu choose "Make Path." Under the "Pen" menu choose "Save Path." Name the path "Left." Under the "Pen" menu choose "Exit" to return to the main image.

Choose the Square selection tool again. Place the cursor at the top center. The Info box should show coordinates of X: 3.5, Y: 0.00. Drag down to the lower right corner, selecting the right half of the image. At the bottom of the "Select" menu choose "Make Path." Under the "Pen" menu choose "Save Path" and choose "New." Name the path "Right." Under the "Pen" menu choose "Exit" to return to the main image.

From the "Select" menu choose "Select All." From the "Image" menu choose "Rotate>Arbitrary." Type in a value of 45°. Once again place the pointer at X: 3.5, Y: 0.00. Drag down until Y reads approximately 3 in the Info box. At the bottom of the Select menu choose "Make Path." Under the "Pen" menu choose "Save Path" and choose "New." Name the path "Bottom." Under the "Pen" menu choose "Exit" to return to the main image.

Choose the Square selection tool again. We're going to make a selection 1/4 inch in from all sides of the image. Place the cursor at the top left. The Info box should show coordinates of X: 0.25, Y: 0.25. Drag down to the lower right corner, until the coordinates read X: 6.75, Y: 6.75. This takes a very steady hand so be patient. In the "Select" menu choose "Save Selection," this creates an alpha channel. When the channel appears press "Command>I" to invert. Under the "Filter" menu choose "Distort" and select the "Ripple" filter. In the dialog box enter an amount of 150 and select "Large." Apply the filter. When the filter is through cooking choose "Load Selection" from the "Selection" menu. At the bottom of the "Select" menu choose "Make Path." Under the "Pen" menu choose "Save

Path" and choose "New." Name the path "Ripple." Under the "Pen" menu choose "Exit" to return to the main image. Under the "Mode" menu choose "Delete Channel."

Select the Type tool. Click inside the image area. In the dialog box choose Times Roman Bold 130 point. Type "BizMac" (no spaces). When the type appears, move it with the cursor until it is approximately centered. From the "Image" menu choose "Effects>Perspective." When the handles appear, select the lower right hand corner and drag it to coordinates X: 6.50, Y: 6.50. Release. At the bottom of the "Select" menu choose "Make Path."

Under the path menu choose "Save Path" and choose "New." Name the path "Type". Under the "Pen" menu choose "Exit" to return to the main image. Choose "Select All," press delete. Save and name the file.

Here's the fun part...

You now have all the paths you need to produce the final image. We will now be working with the "Load Path" command at the bottom of the "Selection" menu.

Double click on the Eyedropper tool to reset the foreground and background colors. At the bottom of the "Selection" menu choose "Load Path." Load the path "Left" and click inside to activate it. Select the Blend tool. Click on the left of the selection and drag only as far as the right side of the selection. Release. You should have a blend starting at black on the left and fading to white in the middle of the image.

Load the path "Right" and click inside to activate it. Select the Blend tool. Click on the right of the selection and drag only as far as the left side of the selection, release. You should have a blend starting at black on the right and fading to white in the middle of the image and back to black on the right.

Load the path "Bottom." Click inside to activate it. Press

delete. Select the Blend tool. Click in the lower left corner of the selection and drag to the middle of the angle on the right of the selection. Release. Save the file.

To create the type and the shadow we'll have to load the type three separate times. Load the path "Type" and click inside to activate it. Hold down the option key and press "delete." This fills the type with the foreground color. Load the path "Type" again; click inside to activate it. Hold down the option *and command* keys and drag the selection down

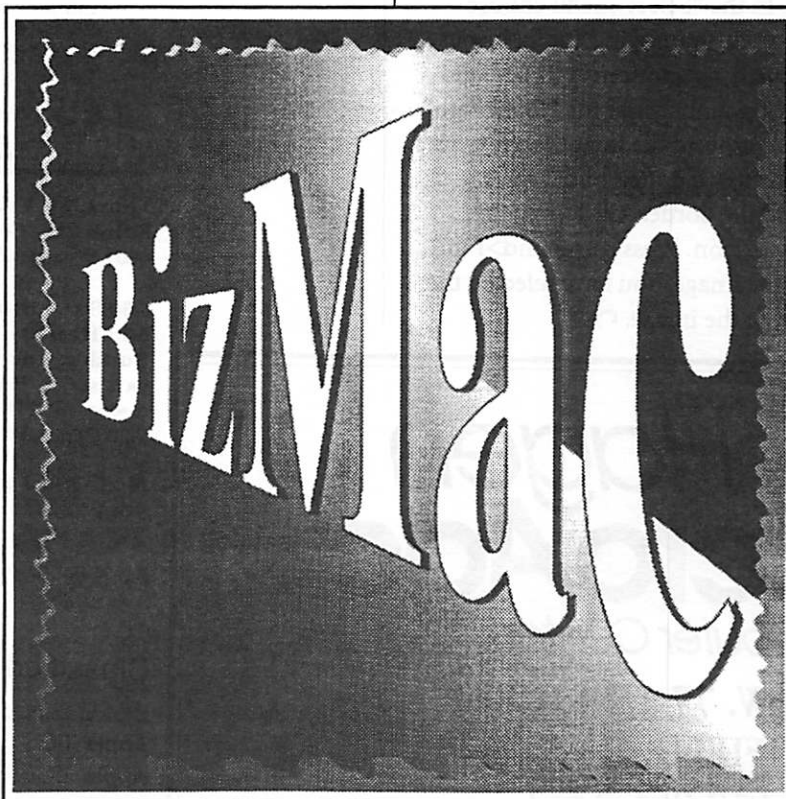
and to the right to the drop shadow position. Holding the option and command keys moves the selection border without moving its contents. Under the edit menu choose "Fill," and fill the shadow with 60% of the foreground color. You will notice that the drop shadow appears to have gone *behind* the black type; this is because the fill command adds the fill tint to percentage of tint that it's over, rather than replacing it. Load the path "Type" once more and click inside of it to activate it. Press delete.

Load the path "Ripple." Place the cursor in the top center at

coordinates X:3.50 Y:0.00; hold down the option and command keys and drag down and to the right until the coordinates say X: 3.55, Y: 0.111. Select the Blend tool and click in the lower right hand corner and drag to the upper left hand corner, and then release. Load the path "Ripple" again. Click inside the selection to activate it. Select the Blend tool and click in the upper left hand corner and drag to the lower right hand corner. Release. Save the file. You should now have an image like the one in the insert above.

Experimenting with paths

Now we can do some fooling around. I said that it's possible to do compounding with paths. Let's give it a try. We



are going to select only the background blends and not the type or the border.

Load the path "Left." While you are in paths, go to the "Pen" submenu and scroll to "Add." Choose "Bottom." You now have both paths loaded at the same time. If you move the cursor around the screen in a circular motion you'll see that it has a moving dotted outline, indicating selection, only in the areas of the two selections where they don't overlap. The overlap areas are deselected. Go to "Add" again and add "Right." Click in the top to select it. You now have a new selection path. In the "Select" menu choose "Make Path," and save the path, naming it "Top." Now use the "Add" command to add paths "Bottom," "Type," and "Ripple." Take care not to accidentally use the "Load Path" command. Move the cursor around the image to see what's selected; the cursor should show a dotted outline over everything but the type and the border. Click over the background to apply the selection. Press command>I to invert the selected part of the image. You have selected the background out of the rest of the image. ~

Hyper Who?

HyperActive

S O F T W A R E

Professional HyperCard® solutions

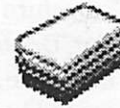
Technical

Educational

Database

Multimedia

Communications



(612) 724-1596

FoxPro User Group of Minnesota
P.O. Box 27154
Golden Valley, MN 55427-1054

.. Harvey Johnson (612) 938-4938
.. Jim Biggs (612) 537-8655
.. Bill Gray (612) 291-0736
.. Bill Bates (612) 474-1842
.. Craig Roberts (612) 464 1087

LEIF WANTS TO GET MAC
Minnesota FOXPRO
GROUP
GOING

Thursday, February 25
Edina City Council Chambers
4801 West 50th Street, Edina, Minnesota

LEIF PIHL 729-8077
5:30 Social Hour
6:30 Harnessing the Power of the Screen
Builder. The exciting conclusion of the four
part series. Bring a disk to receive the source
discussed at the meeting.
7:30 General Q&A

Meetings for the rest of the year will be on the
4th Tuesday of the month: 3/23, 4/27, 5/25, 6/22,
7/27, 8/24, 9/28, 10/26, 11/23, 12/28.

Classified Ads For Sale

Apple IIGS RGB Color Monitor \$250,
Apple IIGS, converted from a
Ile (keyboard built-in), CPU only \$300,
Apple Imagewriter II \$250,
One meg memory expansion for
IIGS \$125, or will trade for hand-held
scanner, Apple IIGS software,
original with documentation. Call
for list or questions,
All items cash only.
Ask for Dave Peters 647-0366

Macintosh IIsi, 3/40, 13S RGB monitor,
extended keyboard, PageMaker,
CAD: \$2,750.
Ask for Kyle at (612) 431-6356

Hagen MicroAge®

Computer Centers

801 W. 77 1/2 STREET
RICHFIELD, MN. 55423
612 866-3441

SALES, CONSULTING, TRAINING, SERVICE

Representing Apple, Hewlett-Packard, Microsoft, Claris,
Tektronics, ADAM, MARS, and other microcomputer products
for education, home, and business.

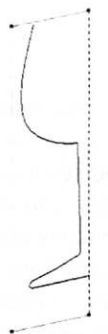
Contact Mike Carlson for special
Mini'app'les member considerations.

Adobe Dimensions

All 3-D drawing programs have a steep learning curve and are not for casual use. Adobe has recently released a program called Dimensions that changes that concept. Dimensions is a \$199 program designed to enhance Illustrator and Freehand documents. It's not intended to compete against the traditional 3-D drawing programs.

Although Dimensions has some basic drawing tools it is not designed to create original art from scratch within the program. Its strength lies in importing 2-D artwork and giving it depth, some basic lighting, and reflecting that light. Adobe has kept the interface simple and comfortable. There is a basic tools palette and a nice status bar. The manual is easy to read and blissfully thin, about 100 pages.

There are two ways to change your 2-D art to 3-D. The first is to import a complete object and give it depth by choosing Extrude from the Operations menu. A dialog window appears to specify the amount of depth. It is important to understand that this is more than adding a drop shadow. The artwork becomes a solid object that can be viewed from any angle. The other way is to import a single path silhouette and revolve it. One example supplied is a goblet, shown here in silhouette and then revolved 360°. You can specify any increments less than 360°. The object can be solid or hollow. Once it's completed you can add color, reflective properties, and lighting.



Silhouette



Revolved 360°

To see the completed piece, you change your view to draft, wireframe, or shaded mode. These are various forms of rendering. Dimensions does not provide the high quality rendering called ray tracing. While in a rendered mode you can adjust the color, reflectiveness and lighting. To modify the object you need to change back to the artwork mode. Adobe Dimensions does not provide the ability to print. You must export your completed artwork back to your

Steve Goethner

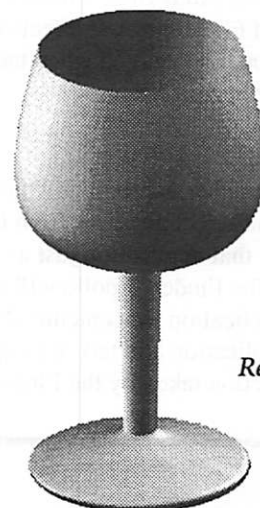
drawing program and print from there.

Another neat feature of Dimension is the ability to wrap your 2-D artwork around a 3-D image. This is referred to as mapping and it's easy to do. This is well suited for product labels and package design (exterior art as opposed to engineering). You start by drawing a basic shape in Dimensions, such as a box. Choose Artwork Mapping from the Appearance menu. By pressing the tab key you change surfaces of the object until you have the appropriate side. Next, import your artwork. You can only import one file per surface. The art can be automatically scaled to fit the surface or scaled manually, then it can be rotated and moved.

One of the drawbacks of Dimension is that it does not work with type! Any text that you want to work with must be changed into art first. This is not difficult to do in Illustrator or Freehand, but text that may change over time becomes a hassle. Using the converted type in Dimensions does make it easy to add all the effects previously described.

Adobe Dimensions is a stand alone program but will be used as an extension of Illustrator/Freehand. It would be a very helpful future enhancement to offer it as an Illustrator plug-in. You will always need to return to your drawing program to print, if not to add some more refinements to the finished piece.

Dimension's low price and ease of use make it an excellent value – a must-have for graphic designers. Adobe has a special offer of \$99 through March 1, 1993 and is now packaging the program with Illustrator. Adobe has made 3-D enjoyable! ☺



Rendered Goblet

NEWS FROM THE SOFTWARE DIRECTOR

Submitted by Gregory L. Carlson



Well, it's been a while since we have given information about the new educational disks of the month (eDOMs). So, starting with this issue, I'm attempting to give to the publications group (Kevin Kassulker) the camera-ready eDOM information. Hopefully this will assist in making all the software information come out in a more timely manner.

The following eDOMs are those for March, 1993, and I'll be working my way back as far as I can go.

NOTE: A new update for Disinfectant for the MAC is now available. Bring in your old eDOM #815, and we will be happy to exchange it for the latest copy.

Now on to the information at hand:

March eDOMs

Mac eDOM #871 - Utilities 17

Copyright © 1993 Mini'app'les
MAR 1993

Mac eDOM #871 was assembled by mini'app'les member Cliff, whose last name is unknown to us. Please step forward, Cliff; we appreciate your efforts!

Alias Stylist 1.3.1

Alias Stylist lets you change the type style used by the Finder when it displays the names of Alias files, whether on the Desktop or within Standard File dialogs. It effects the currently active System file only. You'll be warned when the change is about to take place. Free from Bill Monk.

Apollo 0.8b3

Apollo is an application launcher, a program which lets you launch other programs. You select an application from its pop-up menu and Apollo starts that application just as if you had double-clicked its icon in the Finder. Apollo will also let you attach documents to an application in its menu: choosing a document launches the application and tells it to open the document, similar to the action taken by the Finder when you

double-click a document. Unlike other launchers, Apollo also lets you put desk accessories, control panels and folders in its menu (if you're running system 7). A folder can have a submenu attached to it, listing the files in the folder: this submenu is updated automatically as required, so it always accurately reflects the contents of the folder on disk. Another feature is the group, a named list of items (applications, DAs, documents, etc) which appears as a submenu off the main menu. Apollo also provides an easy way to switch between applications which are running together under MultiFinder or system 7. Free from Jeremy Roussak .

CellMate 1.01

This utility is intended for PowerBooks only. CellMate is an unobtrusive icon which looks like a D-cell battery and rests on either side of your menu bar. As the battery loses power, the gray fill in the icon decreases. CellMate also lets you know if the modem is turned on. Since Apple's internal modem sucks down battery power quickly, this is a handy reminder to turn your communications program off in order to conserve energy. CellMate lets you directly put the PowerBook to sleep or wake it up without going to the Battery DA. CellMate's Sleep bypasses the annoying dialog box which warns users about losing network connections. Free from Fred Hollander.

Cursor Beacon 1.0.3

CursorBeacon is a Control Panel/Extension which helps in finding "lost" mouse cursors. This seems to happen most often on Macs with slower LCD screens like the PowerBook, or on very large monitors. It makes the location obvious - just type a hot key and the area around the mouse flashes, drawing the eye toward it. The drawing function is completely memory resident (so it doesn't require a hard drive spin up on battery-powered Macs) yet uses relatively little memory except when it is actually drawing the beacon. All beacon memory is returned to the system after the beacon finishes. Requires System 7. Free from Bill Monk.

ZMakeAlias 1.0.0

ZMakeAlias lets you create an alias for a document from within that document's application. ZMakeAlias is a System Extension which adds a "Make Alias" button to the Macintosh's standard "Save" or "Save As" dialog boxes. This button allows you to make a System 7.0 "Alias" of the file whose name and volume/folder location are displayed in the Save/Save As dialog box. Since, ZMakeAlias uses the new Macintosh operating system version 7.0 "Alias" functions, it only works with that operating system. Free from Mike Throckmorton.

DiskStatus 1.2

DiskStatus is a program which provides a real-time display of the free and used space of all of your current drives, including

floppies. It can customize it to display only the activity that you care about. Since its initial inception, DiskStatus has been expanded to display just about everything about your disk and memory. It is intended to be a startup application under Multifinder or System 7.0 Finder, so that it can sit quietly on your desktop and provide information when you need it. Free from Morpheus Systems.

DiskSwitch 1.0.0

DiskSwitch is a System Extension that adds a pop-up menu to the Save/Save As and Open dialog boxes so you can select and jump to any mounted disk available on your Macintosh. Instead of going to the desktop to select a file from another disk, you can simply select the disk you want from the DiskSwitch pop-up menu. Any mounted disk will show up in the DiskSwitch menu, this includes file servers. DiskSwitch is compatible with Macintosh operating system versions 6.0.x and above, including the new 7.0.x versions. Free from Mike Throckmorton.

Find Pro II 1.2

Find Pro II is a utility which unlocks some of the power of System 7's fast disk search routine combined with some AppleEvent amusements. Since FP2 looks a lot like the Find box in Apple's Finder, hopefully it is pretty self explanatory. Pick a search criteria, hit Find, and see what happens. Balloon Help is available, too. Use the radio buttons to select whether the items it finds will be displayed in a "Hit List" or as a folder full of aliases to the found items. Find Pro can locate things 10-20 times as fast as Finder's one-at-a-time method. It's pretty easy to end up with several hundred aliases on your disk if you walk away while it's running.

Searching is modeless: you can move the progress window around, or run it in the background. If you cancel a search before it completes, you have the option of keeping everything found up to that point, or just forgetting it. Free from Bill Monk.

HideAlways 2.0

HideAlways ensures that when you change applications under System 7, the windows of applications running in the background are always hidden, as though you had chosen "Hide Others" from the Applications menu. Version 2.0 adds the ability to keep the windows of selected applications or DAs open, such as when you want a clock or calculator to remain visible no matter which application is brought to the foreground. Free from Mike Throckmorton.

Mac eDOM #872 - VegieCard

Copyright © 1993 Mini'app'les
MAR 1993

Mac eDOM #872 was kindly assembled and reviewed by Roy Sorenson:

VegieCard is a HyperCard (v2.0) stack that gives information and inspiration about vegetarian diet and philosophy, with recipes! I'm not sure, but I think this stack won the super stacks contest a couple years ago.

Jacque says:

This looks like a very complete stack with a wide variety of both information and recipes. For anyone interested in vegetariansim, or even those who are just looking for some interesting and wholesome recipes, this is a good addition to your cookbook library. And it's free! From Erik Marcus.

Mac eDOM #873 - Mac Educational Software Guide

Copyright © 1993 Mini'app'les
MAR 1993

Mac eDOM #873, the Macintosh Educational Software Guide, was provided for distribution by Apple Computer, Inc.

The Macintosh Educational Software Guide is a self-extracting compressed HyperCard stack which includes information about more than 1,300 software programs for students, teachers, and administrators in K-12 schools. Information is current through 1992. Each product listing has information on the product description, publisher's name and address and phone, education pricing, grade range, system requirements, any additional items included with the software, product review citations in educational journals, and publisher's policies such as site licensing, free trial periods, etc.

The stack allows you to search for information using any combination of elements: title, publisher, subject and topic, specific grade or grade range, and system requirements.

You can print any or all of the product lists and information. A "mailer" button allows you to print a letter to the publisher requesting additional information.

This is a comprehensive reference for all teachers who are looking for Macintosh educational materials to help in their classrooms.

Mac eDOM #874 - Aldus Fetch Demo

Copyright © 1993 Mini'app'les
MAR 1993

Mac eDOM #874, the Aldus Fetch Demo, is composed of two high-density disks. You will need access to a Macintosh super-drive to use this eDOM set. Cost of the set is the same as for regular 800K eDOMs - \$5.00 for the eDOM (2 high-density disks).

Fetch is a multi-user, mixed-media database application designed for use in a professional production environment. Fetch lets you catalog images, movies, sounds, and other documents in a common visual database and then retrieve them from the catalog regardless of their format, location, or the applications that created them. Retrieved items can be previewed, edited, or copied for use in other documents.

Fetch stores only thumbnail images and pointers to the original source files, so the catalog remains small, fast, and efficient. You can add any number of keywords to each item's description to help you search for what you need, and there is a place to add a useful information about the item for your own reference.

You can use Fetch as a stand-alone application, or in a networked environment where everyone can access information about the catalog and share its contents. Files cataloged by Fetch can reside on hard drives, CD-ROMs, shared volumes, floppies or a networked server.

This demo is fully functional except that it is limited to storing only 50 items.

February eDOMs

Mac eDOM #868 - Arcade Games 2

Copyright © 1993 Mini'app'les
FEB 1993
Shareware fee is \$25

This Mac eDOM #868 was contributed and reviewed by Roy Sorenson, who says:

Solarian II

Solarian II is an incredible arcade game, easily commercial quality, with great color, animation and sound effects. You remember playing these games at the pizza joint, don't you? You move your ship to and fro on the bottom of the screen, shooting at a score of hostile flying "thingys" moving above you dropping bombs or goodies.

NinjaBoy

Ninja Boy is a simple arcade style game. It runs in 4 bit color (16 colors) and has sounds. The shareware fee is \$10.

Both these games require a color Mac and run fine under System 7. To fit both games on this disk, we had to compress them with Compact Pro. StuffIt Expander 3.0.1 or Compact Pro will decompress the files, but there wasn't room on the disk to include either of these expansion utilities. Both are available on previous eDOMs.

Mac eDOM #869 - Maelstrom

Copyright © 1993 Mini'app'les
FEB 1993
Shareware fee is \$15.

This Mac eDOM was contributed and reviewed by Roy Sorenson -- thanks, Roy!

Maelstrom is a 256-color arcade game featuring stunning graphics and sound effects. Anyone who recalls the old Asteroids arcade game from the 1970's will find the play familiar: this version has been described as "Asteroids on steroids."

Basically, you move your ship by rotating and with thrusters, shooting asteroids, alien ships, passing comets, etc. Guarded use of your shields can protect you from most threats, but it is finite. What sets this game apart is the high level of graphics and sounds.

The updated version is in the Maelstrom 1.03 folder (see the documentation that accompanies the games).

The Maelstrom 1.0 files are so large, they are being shipped in compressed format. StuffIt Expander 3.0.1 is included on the disk so you can decompress the file. This game runs fine under System 7 and requires a color Mac.

Mac eDOM #870 - Utilities 16

Copyright © 1993 Mini'app'les
FEB 1993

More handy utilities, collected and reviewed by your Mac eDOM editor Jacques Gay.

AutoBoot 1.1

AutoBoot is a Control Panel/System extension which will reboot your Macintosh after a System Error or a Freeze-Up has occurred. This comes in handy when your Macintosh must be 'on-line' at all times, even when it is left unattended for long periods of time. Uses can be found for file servers, systems that carry a

BBS, systems with a FAX modem, systems which have file sharing turned on ... AutoBoot allows maximal availability of these Macs, even in the presence of System crashes or Freeze-Ups.

AutoBoot requires at least system 6.0.4. It is 32 bit clean, compatible with system 7 but it is not compatible with virtual memory. \$15 shareware from Karl Pottie.

DOS.CDEV

DOS.INIT 1.2, is a basic dos mounter application. (This is not an init, but a CDEV) To install just drop DOS.INIT into your system folder and restart. DOS.INIT will allow you to see IBM floppies on your Macintosh's desktop. (Requires system 6.07-7.x, SuperDrive or compatible floppy drive). Since this CDEV was created especially for the Notebook (from Outbound) only Notebook users can configure the control panel. Non-Notebook users just need to install, then restart, and insert the dos media desired. Although Mac's cannot configure this CDEV, they can still mount dos media, with no problems. Free from Mister Cee.

Formatter 1.1

This program allows you to automatically format multiple floppies, of varying sizes without the bother of dealing with the Finder. While the Finder's interface for formatting a disk is quite adequate, it is a headache when you have a large number of disks to prepare. With Formatter you only need to enter the name of the floppies once, stick the disk in and wait for the disk to be ejected. Immediately you are ready for the next disk. The program is self explanatory and contains internal help for System 6.0x users as well as Balloon Help for System 7.x users. Free from Peter Bako.

LaterLaser 1.0b1

LaterLaser is a system extension which works with PrintMonitor to enhance your system. With this extension installed, when you print to a LaserWriter printer which is not available (because the printer is turned off, or your computer is not connected to the correct Appletalk network), the document will be delayed indefinitely in the PrintMonitor Documents folder in the System Folder. Later, when this computer detects that the printer for a document is available, it will cause the document to print immediately in the background. This extension is most useful when used on a Macintosh Powerbook or Portable computer, because it is possible to print documents while 'on the road'; and when you re-connect to your network these documents will print automatically. This version is beta. Free from Keith Stattenfield.

MailSlot 1.1

MailSlot, when combined with the filesharing capabilities of System 7, creates a simple to use, inexpensive electronic mail system. You simply create a folder, tell MailSlot where this

folder is, and when someone on the network copies a document or an application into this folder, MailSlot notifies you! Mail folders can be located on your hard disk or on a remote server. For best results, each user on your network should be using MailSlot and have their own mail folder to receive mail. To send mail, simply log on the networked computer, and copy your file to the destination computer's mail folder. MailSlot will let them know that they have mail. Shareware \$10 from Tim Bitson.

ScreenSnap™ 2.2

ScreenSnap 2.2 is a shareware application that allows you to take a snapshot of any rectangular portion of the Macintosh screen and save it in a window for later use. Once created, the snapshot can be inverted, moved, saved as a PICT file, copied to the Clipboard, printed, or just left hanging around on-screen for reference. Because ScreenSnap uses PICT format for its files, it can read the output of most drawing programs, and be used as a PICT file viewer. ScreenSnap handles color, multiple monitors (including snapping across monitors), and multiple screensnaps. A screensnap can be dragged from any point in its window. ScreenSnap requires MultiFinder or System 7. \$11 shareware from Knowledge Source, Inc.

SpeedyFinder7 v1.5.3

Makes so many changes to your system 7 Finder that they are too numerous to mention all of them here. The nice thing about this control panel is that it makes no permanent changes to the Finder itself; all changes are made to the control panel which interacts with the Finder. Among many other things, SpeedFinder will speed up file copying, eliminate zoom rectangles, speed up renaming delays when changing a file name, delete locked files, display color icons, quit the Finder, and much, much more. This got an excellent review in MacUser magazine. Donation or postcard to Victor Tan.

APPLE II DISK

eDOM #87 - AppleWorks Templates (2 double-sided disks)

This eDOM contains a series of AppleWorks templates:

Auto Works

Copyright (c) 1989 by Jim Wellman
Designed By: Jim Wellman - SHAREWARE

Summary: Auto Works(c) keeps track of your car's maintenance, expenses, and milage driven for Income Tax Time. Auto Works has two spreadsheets for milage, and a database for maintenance and expenses.

File Finder, or Where Did I Put That?

Copyright (c) 1988 by Jim Wellman
SHAREWARE

Summary: Provides a way to find important papers in little time.

Where Did I Put That is designed to help you keep track of your daily correspondence in a regular office or home.

Memo Works

Copyright (c) 1988 by Jim Wellman
SHAREWARE \$15

Summary: Provides a way to manage office memos.

Memo Works is designed to give you a better management tool for handling the office memos. Included with your copy are a few different types of memo formats and a memo Database for tracking outstanding memos.

My Personal Secretary

Copyright (c) 1988 by Jim Wellman
All Rights Reserved
SHAREWARE

Summary: Provides a way to plan your day and other extras too.

My Personal Secretary is designed to keep your day planned out for you so you don't miss any important events, have an organized To Do List, and a Phone Directory/Mailing List.

About the only thing this secretary won't do is get you a cup of coffee. The following is what My Personal Secretary will do for you:

- Appointment Calendar with Expense Account
- To Do List
- Address/Phone Book/Mailing List

Church Works

Copyright (c) 1988 by Jim Wellman
SHAREWARE \$10

Summary: Designed to help with any Churches finances.

Church Works has two databases. One for the collection of weekly tithes and the other for tither information. To help keep names and amounts separated I created two databases. The pastor or church treasurer should be the only ones that have access to that information. At the end of the year the pastor or treasurer could issue a statement telling each person what was their tithe for tax purposes.

Carriage Return Adding

by Larry Sholl

AppleWorks data bases may be created from text files if each "category" entry is demarcated with a carriage return. I have found this feature to be very useful when converting a text listing of names and addresses to a data based format. Unfortunately, text downloads don't contain the needed CR's and it is a pain to use a word processor to format a large file.

CR.ADDER is a basic program which will replace the second of two consecutive spaces within a text file with a CR. Usually, the original text file needs dressing up on the word processor to assure that the start of the file will contain the first category entry. Print, using your word processor, the file to disk as a text file. Run CR.ADDER and a modified file will be saved as name.CRA. AppleWorks can now be used to create a database from this file if you correctly define the number of categories per record.

Circuit Analysis

The electronic circuit spreadsheets are provided to help a student of electronics to check to see if the answers that person is getting are in the ball park. The circuits are not set for optimal design. They are very good for getting close or for breadboard preparation. In my teachings of electronics design at a local college, I have found these routines to be very helpful.

COIN WORKS

Copyright (c) 1989 by Jim Wellman
SHAREWARE \$15

Summary: Provides a tool for tracking your coin investment the serious collector or dealer.

COIN WORKS is designed to help you track your coin investments. You will be able to see growth and profit/loss in your investments. Also, in the event your coins are lost or stolen you will have an inventory which will help the authorities recover your coins and help you file your insurance claim.

COIN WORKS has the following reports:

INVENTORY: Present on-hand listing of your coins.
SOLD: Listing of coins you have sold.

Coupon & Grocery Works

Copyright (c) 1988 by Jim Wellman
SHAREWARE

Summary: Keeps track of your coupons and grocery shopping list.

Coupon & Grocery Works is designed to help you keep track of coupons and your shopping list. When properly used it will provide you an estimate of what your grocery shopping bill will look like, letting you know ahead of time what to expect at the checkout line.

Expense and Taxes Report

Copyright (c) 1988 by Jim Wellman
SHAREWARE \$15

Summary: Provides a way to keep track of expenses when on the road for tax purposes.

EXPENSE AND TAX RECORD will help you keep track of your daily expenses for the entire year. This template can work for one person or for an entire company.

IW.SSCR.PATH

This is a test of the ImageWriter II superscript and subscript codes.

TEXTER V1.1

A shareware (\$15) text and Appleworks file utility
by Garry M. DeLong

Version 1.1 is slightly modified from the original version to make Texter more compatible with Prosel.

Texter is a quick and easy text and Appleworks file utility which will display text to either the 40 or the 80 column screen, send text to the printer, find specific text in a specific file, or delete specified files. Most of Texter's features will work on any 64K Apple II.

Texter is built around Dogpaw, Karl Bunker's public domain machine language routine which Texter uses to display, print, or find text. Dogpaw must always be present in the same directory as Texter when Texter is run.

Texter uses a file tab interface by which you use the arrow keys to select functions, disk drives, and files. You rarely have to type when using Texter.

Texter will run on any Apple that can use ProDOS. The only features that need additional equipment are TEXT TO 80 COLUMN SCREEN and FIND TEXT (80 COL) both of which require an 80 column card.

This program incorporates portions of The Toolbox Series, a copyrighted product of Roger Wagner Publishing, Inc.

SPREADEZ:

Spreadsheet Report Generator for Teachers
Copyright (C) 1987 by Ross W. Lambert
SHAREWARE \$9

SPREADEZ provides a convenient environment for generating various reports from a gradebook template. The reports generated can be for individual students, assignments, and students with missing assignments. Teachers can also create a report detailing statistics (score frequency, mean, median, mode, and standard deviation) for any or all assignments in the template.

SPREADEZ is distributed by: Teachers' Software Company

Teachers' Software Company develops and distributes a wide variety of education related software and teacher's utilities. Our goal is to provide quality software at an affordable price.

OPENING.SCREEN

This creates sample startup screens to show something unusual for AWks/UltraMacros applications ---

To get an opening screen, just Put the file on the desktop. Press \downarrow -ESC (Open Apple- Escape) to get TimeOut Menu. Move cursor to Macro Compiler and press return 5 times Press \downarrow -A (Solid Apple-A or Option-A)

eDOM #88 - AppleWorks Templates

(2 double-sided disks)

Weekly Planner 89

Copyright (c) 1988 by Jim Wellman
SHAREWARE \$15

Summary: Weekly Planner with daily features.

Special Note: There are two slightly different versions of Weekly Planner 89. This version has the week starts with Monday through Sunday. The abbreviated title of this template is WP89.M. The version that starts with Sunday through the following Saturday is WP89.S.

Weekly Planner 89 offers you two different formatted weekly calendars and a daily calendar. All calendar formats start your day at 7:00 am and finish at 10:00 pm. Your main [peak] day format allows for 15 minute scheduled slices of time. During non peak time the format schedules your time in 30 minute slices.

1. Weekly calendar showing Monday through Sunday.
2. Weekly calendar showing Monday through Friday.
3. Expanded Monday calendar.

4. Expanded Tuesday calendar.
5. Expanded Wednesday calendar.
6. Expanded Thursday calendar.
7. Expanded Friday calendar.
8. Expanded Saturday and Sunday calendar.

QUICK-RESULTS Rental Spreadsheet

Written By T.J. Treinen [BEH733]

Copyright 1987

Modified by Jim Wellman [SIG075] by request.

This spreadsheet is to be used daily or bi-weekly. It contains all the formulas for figuring your profit and loss for all expenses. The sheet follows the expense form for the IRS in its arrangement. If you presently use a tax-form template program you should find this template a big timesaver.

The spreadsheet is made to handle up to four units at one time. If you have more than that I suggest you make two copies of the template. I have tried to make a template that would handle up to ten units but have run into trouble.

Aplwrks Reset

This is an update for ProDOS 8, versions 1.2, 1.3, 1.4 and Appleworks 2.0. This revision uses the last byte of the DEVICE LIST in the ProDOS global page. If you use more than 13 disk drives (including RAM drive, hard disc, etc.) then do not use this patch.

APLWRKS.RESET is a RESET vector version of Michael Wilks' (Applied Eng) short procedure to get back into APPLEWORKS after the program hangs.

This is a BASIC program that modifies APLWORKS.SYSTEM. After modification, if you bomb out, hitting CONTROL-RESET should return you to AppleWorks, hopefully, intact. Do not take any chances. Save the file you are working on and reboot AppleWorks before going on.

RM.CARR.RETURNS

Copyright 1987 by Leo Curran -- The Apple Byter's Corps, Inc.

The first time you use AppleWorks 2.0 to print a file to disk as an ASCII text file, you are in for an unpleasant surprise. Unlike earlier versions, which wrote to the new ASCII file only the carriage returns you had actually put into the text yourself, version 2.0 inserts a carriage return at the end of EVERY LINE of the text as displayed on the screen.

If you load your new ASCII file into a program like MultiScribe in order to use its superior fonts and change the length of lines (either by moving the margins or using a font of a different

pitch), your document will be peppered with carriage returns in the wrong places.

RM.CARR.RETURNS should solve this problem as it will read an AppleWorks Word Processing file (filetype AWP) and write a new ASCII text file (filetype TXT) with carriage returns exactly and only where you have put them and, since it reads an AWP file directly, saves the intermediate step of printing the AWP document to disk. (Ed. note: There is an additional advantage: you can make a text file out of an AWP file without having to run AppleWorks.)

The largest file I have tested it on was 26K.

HOME WORKS

Copyright (c) 1988 by Jim Wellman

Summary: To provide a Home Inventory in the event of Loss.

HOME WORKS is designed to help you track your Personal belongings. Also, in the event your HOME is robbed you will have an inventory which will help the authorities recover your belongings and help you file your insurance claim.

This set of templates will help you keep track of purchases to your home inventory.

EASY ACCOUNTANT - ver 1.01

APPLEWORKS ACCOUNTING SYSTEM FOR PERSONAL OR SMALL BUSINESS USE

BY Louis R. Vincenti

(c) Copyright 1987

Easy Accountant is an AppleWorks spreadsheet application designed to manage the ledger of an individual or a small business running on a cash-basis accounting system.

Easy Accountant will enable you to enter all receipts and expenditures for each monthly period and will then compile and print a Monthly Report, a Year-To-Date Report and a Detailed Journal Listing Report.

Unlike double-entry bookkeeping the Easy Accountant books are simple 'single entry' journals. This means that for any transaction, only one entry is made. The advantage of a single-entry system is its simplicity. On the other hand, it will not provide a complete record of your assets, equipment, inventory, loans outstanding or other liabilities. For most individuals and small businesses a single-entry system of accounts will provide the basic information you will need to run your business and prepare your tax return.

Form Works 1

Copyright (c) 1988 by Jim Wellman
SHAREWARE \$15

Summary: Forms, and more forms for Home and Business!

Form Works 1 provides you with 19 forms for business and home use to make your work go more smoothly!

Forms Included with Form Works 1 are:

Action.2	ACTION REQUEST FORM: Used to request specific actions that have a suspense date
Address	ADDRESS BOOK: To keep track of your friends, business associates, or customers
Agenda	MEETING AGENDA: This is used for meetings to keep track of what will be done and who will be responsible for doing it
Conversation	CONVERSATION REPORT: This will help you remember what to say, what was said, and what was promised when you make your phone calls
Do It List	DO IT LIST: Gives you a method to keep track of what has to be done.
Expense	EXPENSE AND TAX REPORT: Keeps track of daily business expenses
Jacket	DISK JACKET: Disk Jacket you can personalize.
Memo	MEMO.1, .2, .3, .4: These are different styles of memos on one sheet of paper: Memo.1 is a single memo. Memo.2 has two memos. Memo.3 has three memos. Memo.4 has four memos.
Min	Min.15 and Min.30: These are daily appointment calendars with 15 minute or 30 minute time blocks that run from 7:00 am through 10:00 pm
Phone Call	PHONE CALL: Has 4 sheets to a page to jot down the phone call info.
Routing Slip	ROUTING SLIP: Has two routing slips to send info through your office
Shopping List	SHOPPING LIST For that weekly trip to the grocery store.
Week.One	WEEKLY PLANNER: Plans your week out.
Week.Two	TWO WEEK PLANNER: Plans out two weeks.
E Mailer	QUICK MAILER: Use as a memo with response. Make copy for your files and send. Person at that end responds, makes a copy, and returns to the completed form.

Form Works 2

Copyright (c) 1988 by Jim Wellman
SHAREWARE \$10

Summary: More forms for the small business environment.

The Ten forms included with Form Works 2 are:

Pay.Out.3	PAY OUT: Wordprocessing Three Pay Out Forms on one sheet of paper
Sales. Slip	SALES SLIP 1: Wordprocessing For use in a squeeze when you are out of forms. Allows for Quantity, Description, Price Each, and Total. SALES SLIP 2: Wordprocessing Similar to SALES SLIP 1 but has two slips on a single sheet of paper.
Customer	CUSTOMER: Database - This is the database for your customers. Track what they bought, when, and has a mailing labels set up included.
Invoice.	INVOICE.LEDGER: Spreadsheet summary of all invoices for a period of time that you set. INVOICE.MASTER: Spreadsheet - Done in SpreadSheet format. Will do individual pricing, Subtotal, Sales Tax [switchable on/off], shipping, and will allow for percentage cash discounting.
Purchase.	PURCHASE.LEDGER: Spreadsheet summary of all purchase orders. Use single sheet per customer and you have a complete track of what, when, and how much was bought from that vendor. PURCHASE.MASTER: Spreadsheet - Does individual pricing, sub-total, sales tax [switchable on/off], shipping, and cash discounting
Sales.	SALES.MASTER: Spreadsheet - Similar to the invoice but does not do the cash discounting. Will calculate sales tax [switchable] and totals. SALES LEDGER: Spreadsheet - Summarize the sales slip.

PathFinder 1.2

written by Randy Brandt
Copyright 1987 JEM SOFTWARE

NOTE: PathFinder 1.2 requires AppleWorks 2.0

PathFinder is an AppleWorks patch that replaces the disk formatting option with a new menu. This new menu lets you rename, lock and unlock files, drop the current subdirectory from the pathname, and most importantly, it lets you add new subdirectories to the pathname by choosing them from a list. Now using subdirectories is fun instead of frustrating!

ENDING NOTES:

Well, I've about run out of room for this month. Next month I'll endeavor to continue with giving you more information on the eDOMs.

If there is anything I can help you with, please let me know.

Minutes from the club's board meetings

BOARD OF DIRECTOR'S MEETING MINUTES

August 13, 1992

Presiding Officer: David Laden, President

Members Excused: Greg Carlson

PRELIMINARY

1.1 Attendance:

Members Present: Tom Lufkin, Steven Lassiter, Tom Gates, Alan Mackler, Bill Rhoades, Tish Cavalier, Brian Bezanson
Guests: Keven Kassulker, Richard H. Peterson, Erik L. Knopp

1.2 Adoption of Agenda

•Moved, seconded and carried.

REPORTS FROM OTHER OFFICERS/COMMITTEES

2.1 President's report

•Survey draft brought to meeting.

2.2 Vice President's report

•His vacation went well.

2.3 Treasurer's report

•Distributed and reviewed. Attached.
•Will present budget year-end report next meeting (September).

2.4 Secretary's report

•None.

2.5 Membership Director's report

•Distributed and reviewed. Attached.

2.6 Publication Director's report

•None.

2.7 Software Director's report

•Distributed and reviewed. Attached.

2.8 Operations/Resource Director's report

•Continuing to investigate memory upgrade for club Mac SE.

2.9 Report of the Interest Group Directors

MAC

•None.

Apple II

•Interest in new SIGS: Educator's SIG, Back-to-Basics, and Apple II desktop publishing.

Motion was made to accept reports. Motion was seconded and approved.

OLD BUSINESS

3.1 Survey Questionnaire review

•92 responses.

•Some comments were: the membership seems to be highly educated; there is multiple system overlap; many members both own and use computers so overlap there; there are LOTS of software programs in use; the minutes published in the newsletter of LOW priority; 25% of respondents buy from advertisers or are influenced by advertising; the newsletter size is just right; the newsletter timing is too late; the calendar on the newsletter cover is frequently wrong; there need to be more newsletter editors; the dues increase was favored.

•A suggestion was made to summarize the salient points in several paragraphs.

•A suggestion was made to distribute the summary analysis to SIG directors for their planning.

3.2 Science Museum Software Expo 9/11-12

•Need 18-20 volunteers for several hours from members. Hours are Friday and Saturday 9:30 - 6:00. Set-

up time Thursday evening from 6:00 - 9:00.

•10 booths: 3 Apple II, 4 Mac. There will be several user group presentations, a newsletter area, EDOM sales and a membership table. Jacque Gay/Leroy Sorenson will have a Hypercard multimedia presentation.

•Apple sent equipment and doodads (pens, key rings, balloons, mousepads).

•There will be 6 Macs from First Tech, 1 SI, some SE/30's, an FX. Software will include desktop publishing, Filemaker Pro, 4th Dimension.

•There will be 7 Apple II's (Ile's, IIC's, GS) with Appleworks, Hypercard and educational software.

•Planned are telecommunications software and multimedia.

3.3 By-laws

•Revised and ready for newsletter.

3.4 Amateur Electronics Fair 7/10-11

•No go

NEW BUSINESS 4.1 Club Mac SE upgrade

•Tabled.

4.2 Dues Increase - Implementation/ Publicity

•This will be published in the newsletter. See July meeting minutes for new dues structure and implementation date.

4.3 General Membership Meeting - February 1993

•No new news.

4.4 Membership - Promotion/Publicity/ Marketing

•Tish Cavalier proposed a Newsletter subcommittee, a Marketing subcommittee, a New Member Kit subcommittee to better direct these 3 issues. It was suggested these be more clearly defined at the meeting following the Science Museum Software Expo.

4.5 Views from Keven Kassulker

•BBS needs to be improved for easier access and use

•New members need to know what the SIGs do so they can attend

•The newsletter needs reworking and the calendar needs to be correct

•We need an annual meeting with members and vendors. Do we want to mimic some of the larger annual meetings of other groups?

ANNOUNCEMENTS

5.1 Next Board Meeting

•Moved to 9/17/92 at the Lexington Branch, St. Paul Public Library

BOARD OF DIRECTOR'S MEETING MINUTES September 17, 1992

Presiding Officer: David Laden, President

Members Excused:

PRELIMINARY

1.1 Attendance:

Members Present: Tish Cavalier, Bill Rhoades, Steven Lassiter, Tom Gates, Greg Carlson, Tom Lufkin
Guests: Richard H. Peterson, Erik L.

1.2 Knopp, Steve George, Keven Kassulker Adoption of Agenda

•Moved, seconded and carried.

1.3 Reading and approval of minutes from August 13, 1992 meeting

•July minutes to be revised as noted and submitted for newsletter publication.

•August minutes to be revised as noted and submitted for newsletter publication.

•Motion to accept revised July and August minutes. Seconded and approved.

REPORTS FROM OTHER OFFICERS/COMMITTEES

2.1 President's report

•The condensed version of the survey is still being done.

•Results are available from David Laden.

•Software Expo and TCPC literature is available from David Laden. Note that TCPC has more corporate memberships.

2.2 Vice President's report

•No report

2.3 Treasurer's report

•Almost no report. Last year's actual budget not complete.

•See Treasurer's report, attached.

•See the attached for the August report

•Need more signatures for TCF accounts

•Voicemail line should be under expenses. Time Answering should be paid. Tom Gates regularly calls this line to pick up messages and noted the service will not take messages. Steve Lassiter will pay outstanding balance.

2.4 Secretary's report

•None.

•What is the calendar of events that is supposed to be kept by this office? An example will be unearthed and forwarded for her perusal.

2.5 Membership Director's report

•The Membership Director can swim laps in his basement, where his waterproof Mac resides.

•716 current members. Unpaid members will be dropped. Rand has a few more new members.

2.6 Publication Director's report

•No report.

2.7 Software Director's report

•See Software Director's report attached.

•3 new Mac EDOMs, Apple II catalog available on 3.5" disk. Currently: Apple II has 92 EDOMs, Apple GS has 58, Mac has 56.

•Income from Apple II/2GS is \$25, Mac is \$180, Science Museum sales (Expo) is \$112 with 4 coupons.

•Hardcopy catalog of Apple II fonts.

•Uploaded 100k of text files for new EDOMs, so we should not have an empty EDOM section in newsletter for sometime.

2.8 Operations/Resource Director's report

•No report.

2.9 Report of the Interest Group

Minutes GOTO next page

Directors

MAC

- No report.

Apple II

- September newsletter notes educational SIG - formal meeting/presentation.
 - II/IIGS is changing monthly meeting location. Tom Ostertag is working on this change.
- Motion to approve director's reports. Seconded and approved.

OLD BUSINESS

3.1 Survey/Questionnaire - Pending

- David Laden is still condensing. What are the action items? Suggest survey at renewal time of short points and also, survey at the SIGs and main meetings.

- Use the survey as a guide for the newsletter content.

3.2 Science Museum Software Expo Evaluation

- Planning Meetings - Great turnout for first meeting in May. Attendance petered out with future meetings. Need more members for delegation. Much was done through the BBS. There was lack of visible support by the Board as expressed by members not involved in planning. TCPC delegated duties to each of their SIGs. Science Museum ads give no clue as to what would be displayed, probably because our group didn't get information to them until past press time. Newsletter had no time of displays and demos. We need a full-page ad in our newsletter. There was also no BBS notice until Friday, September 10.

We will send our comments to the Science Museum. Was this a success? What is the definition of success? Some members felt this was a marketing tool for the Science Museum. Whatever the reason for hosting this (Science Museum), we should be there. Their budget was \$15,000. We got free exposure (\$100-\$150/booth). For next time, we need to get into their publicity. Final opinion: It was beneficial and helpful, more so if we had more representation of our group. SIG leaders need to be present with demos.

- Set-up/Take-down - Disorganized to good. Power and phones were a scramble. Take-down was fast. Recommendations to come with a list of what you bring was made, label equipment also. There was a lack of security at take-down time. Set-up early Friday was confusing; Chuck was not familiar with power requirements. Cords need to be taped down when they cross walkways. Security was not good and our insurance won't cover a loss of \$10,000 unless we notify our agent first. There was security available, but equipment was moving in and out all day long and security was not paying attention to who was doing what. The Science Museum should have checked equipment in and out. Mention of security passes was made plus a receipt and/or inventory for equipment. Set-up and take-down

need the most security.

- Space - 10 booths with 2 for information, 1 for telecommunications, 3 for Macs and 4 for Apple II's. We had no good information signs and need more. The layout of space was changed. Membership and disks were one booth and need to be split up. Trade shows section off areas of interest. Segment Mac/Apple II/PC's. It was suggested that the vendors were mixed up to force people to view all booths. The change confused the confusing power situation. There is a need for pre-assigned booths. On the upside, the Apple II visibility was nice. Chuck wants to see more Macintosh.
- Equipment - Fine, but there were some Quadra incompatibilities. There is also a need for older equipment since there are a lot of users of such. Apple was happy to lend equipment. Need more networking with Apples and also to PC's.
- Staffing - Need more SIG involvement and support. More presentations needed.
- Group Presentations - Poorly advertised and they need to be advertised way in advance. Poorly attended. We need a big sign to advertise and also, intercom advertising at the Science Museum. Lots of interest in communications. Chuck should talk to America Online, etc. to see if they will pick up the cost. Is this against the rules? Discussion of an hour-long SIG presentation on what a SIG is. Also need to define a "user group."
- Overall +/- - Not bad for the first time. Need more planning.
- Do it again? Yes.

3.3 MAC SIG request of upgrade of SE

- Allen working on 2 MB upgrade.

3.4 Dues Increase

- Publication of dues increase in the November 1992 newsletter.

NEW BUSINESS

4.1 Appointment of Keven Kassulker to Director at Large

- President Laden appointed Keven Kassulker to the position of Director at Large. Motion was seconded and approved.

4.2 Second Annual User Group TV satellite broadcast

- See attached notice from Rye Livingston. Discussion was centered around buying the tape or taping the broadcast. Bill Rhoades is investigating the possibility of asking a friend with a satellite dish to tape the broadcast.
- Of note is that Apple does daily broadcasts aimed at dealer education on an educational channel. Should we tape these?

4.3 Your Blue Pencil offer

- Greg Carlson will coordinate the orders in batches of 5 for these printers.
- We will run an ad for three months in the newsletter Classifieds to satisfy the requirements.
- Motion was made to accept Linda's offer as stipulated above. Seconded

- and approved.
- 4.4 **General Membership Meeting - February 1993**
 - Tom Lufkin talked to Monitor who is out of business. The Laugh Doctor (per Tom Gates) is non-computer related but we may want to go that route. Discussion of how tough it is to find local computer pros. Keven Kassulker is polling local developers for demos.
 - Discussed suspension of all main meeting in February to increase attendance at the annual meeting was suggested. No decision was made.
- 4.5 **Membership - Promotion/Publicity/Marketing**
 - Forwarded to Executive committee for next meeting.
 - We are not listed in the yellow pages. We need to consider a business line for this to occur.
 - Can we give promotional materials to dealers?

ANNOUNCEMENTS

5.2 Executive Committee Meeting

- Set for September 29, Bakers Square, Roseville @ 7:00.

BOARD OF DIRECTOR'S MEETING MINUTES October 8, 1992

Presiding Officer: David Laden, President
Members Excused:

PRELIMINARY

1.1 Attendance:

- Members Present:** David Laden, Tom Lufkin, Keven Kassulker, Bill Rhoades, Steven Lassiter, Allen Mackler, Greg Carlson, Tom Gates, Brian Bezanson, Robert Hammen, Tish Cavalier
- Guests:** Richard Peterson, Steve George, Erik Knopp, Gervaise Kimm, Roy Sorenson

1.2 Adoption of Agenda

- Moved, seconded and carried.

REPORTS FROM OTHER OFFICERS/COMMITTEES

2.1 President's report

- President Laden spoke with Bill Warner who has the box of club materials.
 - The next Executive Committee meeting needs to be scheduled after the Board Meeting.
 - Joint efforts with TCPC. See 4.3.
- ### 2.2 Vice President's report
- None. On hold.
- ### 2.3 Treasurer's report
- See attached.
- ### 2.4 Secretary's report
- May and June minutes were sent to Dave Undlin. Will send July, August, September to Dave.

2.5 Executive Committee Report

- See 3.6, Old Business.

2.6 Membership Director's Report

- See attached.

2.7 Publication Director's report

- None.

2.8 Software Director's report

- \$57 from Mac sales. Think C and
- Minutes GOTO next page*

- See 3.2.
- 2.10 Report of the Interest Group Directors**
MAC
- Good meeting with Apple SIG last month.
- November meeting with be Timeworks at the St. Louis Park Library.
- Videos to be reviewed: *Back in Business* and *We Lost Control* from Commonwealth Films @\$500.
- Cordell Woods will be doing a calendar on the BBS and the newsletter.
- Apple II**
- Meetings for new SIGS (educational and beginning Apple II).
- Tom Ostertag has found a new meeting place for the Monday, Main Apple II meeting.
- Answering machine is again working.

OLD BUSINESS

- 3.1 Survey Question**
- Still pending.
- 3.2 Request from Mac SIGS to upgrade club Mac**
- Upgrade solicited per Allen Mackler. The deal was to upgrade the club Mac to 4M for 1 full-page ad (\$120) in the newsletter. Move to accept offer. Seconded and approved.
- 3.3 Dues Increase-Implementation/Publicity**
- Dues increase recommended. This should appear in the November and December 1992 newsletter and 2 mailings: One for those who haven't renewed yet this year and one for expired members (for up to 6 months). Renewal can be for up to 3 years at old rates of (\$15/year).
- Membership is dropping per Bill Rhoades.
- October 18 will be the next renewal notice to the printer.
- New cards with new rates will be checked on by Bill Rhoades.
- Bill will stamp the price increase on old cards so we can use them up.
- Above matters adopted by consensus.
- 3.4 Second Annual User Group TV Satellite Broadcast**
- Bill Rhoades has set-up the taping.
- 3.5 Update on offer from Linda Bryan**
- No report at this time.
- 3.6 Membership-Promotion/Publicity/Marketing**
- Executive Committee met with this as sole issue.
- Brainstorming by the Board:
 - Put up card displays in computer stores (Allen)
 - Newspapers/local publications have weekly calendars we can access. Reader, City Pages, Star/Tribune, St. Paul Pioneer Press, Minneapolis/St. Paul. Radio programs?
 - Need a person or two to coordinate this.
 - Dealers have not been terribly receptive. Some think we are competitive with their classes. We need to convince them that we are a support group, not educators. Sears is giving 1 year support with purchase. Kinko's is a good source (with their free classes) for membership literature. Bill Rhoades will pursue Kinko's.

The school systems are a potential as well as the libraries that have Apple IIGS and Mac meetings. U of M Mac labs may also be a good source.

- Someone to court dealers
- Newsletter would not be effective in a dealer situation, but how about a flyer with calendar.
- Sears a good place to start some of this?
- Unauthorized endorsements
- Our voicemail needs the BBS number. It should also be updated weekly. The SIG leaders should be working on this. Brian Bezanson will coordinate the MAC SIG leaders. Tom Gates does a twice-monthly meeting agenda.
- Do we need a Director of Communications?

NEW BUSINESS

- 4.1 General Membership Meeting - February 1993**
- Should we suspend SIGS? No-we don't want to antagonize software specific people who don't want to change the time/location of meetings.
- Need a drawing card for the annual meeting. We need to advertise as the CLUB ANNUAL MEETING.
- In the past, the annual meeting has been in conjunction with the largest Main SIG and has worked out well. It is practical.
- One of the purposes is to get nominations for the board and draw both Apple II and Mac users, plus get member input.
- Tom Lufkin, Brian Bezanson and Tom Gates will form a subcommittee to kick ideas around by the next board meeting.
- Move to accept, seconded, approved.
- 4.2 Name change**
- Confusion with the name.
- Spelling is a problem.
- The Miniapple has a license with it's name and we are confused with them and we are also restricted in our use of mini' app'les.
- WHEREAS the name "mini' app'les" is confusing to many members and the general public (e.g. confusion with city of Minneapolis, regarding correct spelling and placement of apostrophes, etc.), and
- WHEREAS the User Group is limited in the use of the name "mini' app'les" under license agreement with The Minneapple Co., and
- WHEREAS a name change could be used in conjunction with a "new start" for the user group;
- THEREFORE BE IT RESOLVED that the Board of Directors authorize the formation of a committee to investigate a name change and report its findings back to the Board. This investigation should address advantages/disadvantages of a change, procedures for making change, and suggestions for new name (if a change is deemed appropriate).
- (Thanks to Roy Sorenson for supplying sample logos.)
- 4.3 Request by Gervaise Kimm**
- Gervaise Kimm presented a proposal to sponsor joint special interest groups with TCPC. With Windows, there appears to be much interest from Mac

users and vice versa.

- Gervaise will pursue TCPC with this idea.

- 5.2 Executive Committee Meetings** Tuesday, 10/20 at 7:00, Bakers Square, Roseville
- 5.4 Adjournment**
- Moved, seconded and approved.

BOARD OF DIRECTOR'S MEETING MINUTES
November 12, 1992

Presiding Officer: David Laden, President
Members Excused: Brian Bezanson, Robert Hammen, Tom Gates

PRELIMINARY

- 1.1 Attendance:**
- **Members Present:** David Laden, Tom Lufkin, Bill Rhoades, Keven Kassulker, Steven Lassiter, Alan Mackler Tish Cavalier
- **Guests:** Erik Knopp
- 1.2 Adoption of Agenda**
- Moved, seconded and carried.
- 1.3 Reading and approval of October 8, 1992 minutes**
- Minutes corrected. They will be amended and submitted for newsletter publication.

REPORTS FROM OTHER OFFICERS/COMMITTEES

- 2.1 President's report.**
- President Laden asked Steve Lassiter about the status of the liability insurance invoices. Lassiter mailed payment. He will follow-up with Peggy at Norwest Insurance via phone.
- Bill Rhoades was asked to prepare a new member listing for the newsletter and include sustaining and corporate members also. This should be done monthly.
- Tish Cavalier was asked to prepare a monthly calendar.
- 2.2 Vice President's report**
- Subcommittee for the annual meeting was unable to gather. They will continue to work on this project
- 2.3 Treasurer's report**
- See attached.
- 2.4 Secretary's report**
- None.
- 2.5 Executive Committee report**
- Prioritized proposed changes as *Immediate, Near Future and Far Future*. See attached.
- There is a need to form a name change committee (see item 3).
- A rate sheet announcing the new membership rates will need to be published in the newsletter
- There is a need for an advertising coordinator.
- The newsletter was discussed. See section 4.2. Robert Hammen has been out of town extensively and the newsletter will be discussed in the future.
- Equipment problems (overhead projector, Mac SE memory or lack thereof, Apple II GS upgrade) were addressed.
- Need comprehensive plan to address the above (To Do List). The price to upgrade the II GS is 4 megs for \$150.
- Proposal to adopt the To Do List for the next Executive Committee meeting. No other board objections.

- 2.6 **Membership Director's report**
 •The label problem has been resolved by Bill Rhoades
 •The satellite tape (Second Annual User Group TV satellite broadcast) is one hour and forty minutes and is at Bill's home.
 •Westside Printing submitted an invoice for \$454 for 2,500 membership notices, not camera ready. Camera ready is \$375.35. They are continuous feed. Bill with check Insty Print. They will be printed on cardstock.
 •120 renewal notices were mailed for December and January renewals.
- 2.7 **Publication Director's report**
 •None.
- 2.8 **Software Director's report**
 •None.
- 2.9 **Operations/Resource Director's report**
 •No news.
- 2.10 **Report of the Interest Group Directors**
MAC
 •Last meeting went well.
 •No chance to get SIG director's together.
Apple II
 •None.

Motion to accept reports from officers. Seconded and approved.

OLD BUSINESS

- 3.1 **Survey/Questionnaire**
 •None.
- 3.2 **Status of Mac SE upgrade**
 •Done.
 •There is a question about the number of ads received in return for the upgrade: one full page vs. three (full page vs. 1/3 page). Hagen was to receive a one page equivalent ad to be taken as one full or fractions to equal one page. There is misunderstanding that three full page ads were offered. Hagen has not yet schedule an ad. Dave Undlin will contact Hagen. Alan Mackler will resolve the size/quantity issue.
- 3.3 **Dues Increase - Implementation/ Publicity**
 •The newsletter announcement missed the November issue.
 •2 mailings have been proposed. One for the December/January expiries. Another will be those expired members going back 6 months. Tish will design the notice and send the disk to Bill. Bill will produce and mail.
- 3.4 **Update on Second Annual User Group TV satellite broadcast**
 •See section 2.6.
- 3.5 **Update on Linda Bryan offer**
 •None.
- 3.6 **Membership - Promotion/publicity/ marketing**
 •Executive committee working on this. See section 2.5
- 3.7 **General Membership Meeting - February 1993**
 •See section 2.2.

NEW BUSINESS

- 4.1 **Proposal from Richard Potter - The Gazebo Online**
 •Keven Kassulker's user group tried it and liked it. There are worldwide connections to other SIGS. Filespace is free of charge. There is a Mac

- interface, E-mail and it has multiline (8) capabilities. It runs on an FX. It supports 14,400 baud modems. This leaves the Apple II crowd with the old BBS since there is not good Apple II interface.
- Discussion was centered about whether the club should support more than one BBS or support one and acknowledge others.
- Comments, feedback and try-outs were requested.
- Formal request to defer until the December Board meeting for formal consideration.
- 4.2 **Newsletter Review - Robert Hammen**
 •Tabled.
- 4.3 **Appointment of Les Anderson - Apppleworks SIG coordinator**
 •Requested by Jim Shields. Motion was made, seconded and approved.

ANNOUNCEMENTS

- 5.2 **Executive committee meeting**
 •Scheduled for November 16, 1992 at Steve Lassiter's home.
- 5.4 **Adjournment**
 •Motion was made, seconded and approved.

BOARD OF DIRECTOR'S MEETING MINUTES
 10 December 1992

Presiding Officer: David Laden, President
Members Excused: Greg Carlson, Alan Mackler

PRELIMINARY

- 1.1 **Attendance:**
 •**Members Present:** David Laden, Keven Kassulker, Bill Rhoades, Steven Lassiter, Tom Gates, Tish Cavalier
 •**Guests:** LeRoy Sorenson, Jacque Gay, Erik Knopp, Richard Peterson
- 1.2 **Adoption of Agenda**
 •Moved, seconded and carried.
- 1.3 **Reading and approval of minutes.**
 •None. Tabled until January meeting.
- REPORTS FROM OTHER OFFICERS/COMMITTEES**
- 2.1 **President's report.**
 •See later notes.
- 2.2 **Vice President's report**
 •None.
- 2.3 **Treasurer's report**
 •See attached. Chuck Thiesfeld is not available to discuss BBS phonenumber.
- 2.4 **Secretary's report**
 •See calendar of events attached.
- 2.5 **Executive Committee report**
 •Attached is the David Laden synopsis. Marketing and promotion is summarized. The committee started with a mission statement. Each point was reviewed, discussed and validated. Eight activities were identified and expanded upon. The list was not inclusive but perceived to be the most salient points. Two types of meetings were identified: General interest and SIGs. The three general meetings were not to be identified as SIGS: The main Mac, the Mac novice and the Apple II main meetings. The remainder of the meetings were hardware/software specific.
 •Roy Sorenson voiced general approval of the committee's progress. Jacque Gay stated that the membership

- needed to see the minutes. They will be published in the newsletter. The action list should also be published.
- 2.6 **Membership Director's report**
 •See attached and new membership renewal card.
 •The topic of exchange newsletters surfaced. Who keeps them (Rand)? Who reviews them. They are generally thought to be a source of information for our newsletter.
 •Remaining renewal notices will have a label to cover old rates and advertise new rates. The voicemail will be updated to reflect the rate change. The newsletter will advertise the new rates.
- 2.7 **Publication Director's report**
 •None.
- 2.8 **Software Director's report**
 •See attached.
- 2.9 **Operations/Resource Director's report**
 •None.
- 2.10 **Report of the Interest Group Directors**
MAC
 •None.
Apple II
 •12/29/92 is schedule for an educator SIG meeting that is not machine specific. It is for those and directed by those using Apple computers in education. Is there a duplication of SIGS? This group is comprised of education's and administration who share what they do. They are looking for a six month commitment to coordinate a group and perhaps get an educational SIG with mini' app'les.
 •An Apple II novice group SIG is proposed for start-up in February 1993.

Motion was made to accept reports of the directors. Seconded and approved.

OLD BUSINESS

- 3.1 **Survey/Questionnaire**
 •Pending. Apple also has a free survey for BBS distribution.
- 3.2 **Status of Advertising for Mac SE upgrade**
 •Not present.
- 3.3 **Dues Increase - Implementation/ Publicity**
 •Announcement in the December newsletter. The expired and renewal notices have been mailed. The ad will be repeated in the January newsletter extending the offer to January 31, 1993.
- 3.4 **Linda Bryan offer**
 •Not present.
- 3.5 **Membership - Promotion/publicity/ marketing**
 •See Section 2.5.
- 3.6 **General membership meeting**
 •Tom Lufkin or Tom Gates to contact speaker.
- 3.7 **Gazebo Online offer from Richard Potter**
 •Lots of support by members. However, Potter is overcommitted and is looking for a partner to reorganize. The rate structure has risen. Concern was voiced over whether or not this would affect EDOM sales. Recommendation was made to hold the endorsement.

Minutes GOTO next page

- Our group does not support shareware and files on the BBS like other user groups. We are limited by the 20 meg HD space.
- Motion was made to drop the issue of Gazebo Online. Seconded and approved.

NEW BUSINESS

- 4.1 Resignation of David Undlin from position of Newsletter Manager**
- Motion was made to regretfully accept David Undlin's resignation and thank him for 2.5 years of dedication to producing the newsletter. David U. will assemble a short January, 1993 newsletter.
 - Who will produce future newsletters? Other groups have the DTP SIG do this. Suggestion was made to contact Bob Grant and invite him to the next Executive Committee meeting. Tish will contact Bob.
- 4.2 Lucille Buchler Memorial**
- Dan Buchler was a group founder and publication's director. His wife, Lucille, died recently. A memorial was suggested to either Methodist Hospice or the American Cancer Society. A motion was made to send a memorial of \$25 to Methodist Hospice. Seconded and approved.
- 4.3 Newsletter review - Robert Hammen**
- Not present.
- 4.4 Formation of Nominating Committee**
- Board members were asked to think of people to form this group and present at the January meeting.
- 4.5 Request for changes to bylaws - Newsletter announcement needed**
- Jacque Gay presented changes concerning the BBS Mac deficiency. A group of six concerned members met to discuss what could be done to make mini' app'les the best user group. The proposed changes to the bylaws were distributed for review. She stated that the general perception of the membership is that the board is ineffective.

ANNOUNCEMENTS

5.4 Adjournment

- Motion was made, seconded and approved.

BOARD OF DIRECTOR'S MEETING MINUTES January 14, 1993

Presiding Officer: David Laden, President
Members Excused: Tom Lufkin, Steve Lassiter

PRELIMINARY

- 1.1 Attendance**
- Members Present:** Tom Gates, Tish Cavalier, David Laden, Keven Kassulker, Greg Carlson, Bill Rhoades
Guests: Richard Peterson, Richard Becker, Erik Knopp, Roy Sorenson, Jacque Gay, Leif Pihl
- 1.2 Adoption of Agenda**
- By consensus.
- 1.3 Reading and approval of minutes from November 12, 1992 and December 10, 1992 meetings.**
- Not finished.
- 1.4 Treasurer's Report.**

- Not present.

OLD BUSINESS

2.1 Dues Increase

- Increase is effective January 1, 1993. It has appeared in the newsletter twice. Mailings have gone to current members and those expired for 6 months. Discussion of members renewing at old rates for up to three years until February 1, 1993. Several members have responded. It was moved that the final date for renewals at old rates be February 1, 1993. Seconded and carried.

2.2 Bylaw Changes

- See attached three proposals. It was moved that the bylaws be amended to reflect the changes. Motion to recommend changes to the membersh was made, seconded and carried.

2.3 General Membership Meeting - February / March 1993

- The meeting announcement and dates were reviewed. March 6 was selected to allow for advertisement in the February and March newsletter to allow for maximum exposure. Washburn Library was chosen for capacity and ease of parking. The meeting will be from 11:00 to 2:00 and will consist of nominations and small group discussions about currently perceived problems facing the club. Solutions will be offered by each group. Motion to have the meeting on March 6, 1993 from 11:00 - 2:00 at Washburn Library was made. Seconded and carried.

2.4 Nominations for Board of Directors

- Nominations presented by Keven Kassulker. The Nominating Committee misunderstood its assigned duty and was asked to have candidates in mind for the February Board Meeting. Bill Rhoades will search the membership database for persons indicating a willingness to volunteer.

2.5 Newsletter Production (Interim needs/plans and replacement manager)

- Interim production for not more than 2 months will be done by Keven Kassulker. The format will be somewhat abbreviated until a permanent committee takes over production. Since the newsletter is arriving too late to announce the location/topic of the main Mac meeting, it was suggested that the main Mac meeting be moved to the second Thursday of the month. The Board of Director's meeting would then move to the first Thursday of the month. Mike Carlson will be contacted about this for his input. Room rescheduling may be a problem. Keven also voiced concern for documented procedures for newsletter production. Bill Rhoades will drop mailings to newsletter staff who are not members. The February newsletter will carry brief descriptions of Board of Director's positions for those interested in running.
- Future newsletter production will be discussed at the annual meeting. Hopefully volunteers will surface.

2.6 Strategic Planning/Future Direction of mini'app'les

2.7

- Tabled until after annual meeting. **Status of Advertising for Mac SE upgrade**

2.8

- Alan Mackler not present.
- Update on offer from Linda Bryan
- Greg Carlson not present until after agenda item discussed.

NEW BUSINESS

3.1 Participation in MidWinter Madness - Tom Gates

- This is a flea market sponsored by local ham operator groups and surplus electronics. A free booth is offered for user groups. Tom Gates will coordinate. Motion was made to participate. Seconded and carried. The date will be February 13, 1993 (Saturday). It was moved that mini' app'les participate in this event. Motion was seconded and carried.

3.2 Spring Swap Meet. April or May?

- Should we initiate this event? Since there was no fall swap meet due to the Science Museum Expo, consensus was that we should launch a swap meet. The date was narrowed to the last Saturday in April or first Saturday in May. A motion was made to have the swap meet. Motion seconded and carried.

- Tom Gates will start organizing the meet. Tish Cavalier will assist.

3.3 Review of Science Museum Computer Fair

- Chuck Penson will attend the February 11, 1993 Board Meeting to review the Science Museum Computer Fair. Come with comments.

3.4 Leif Pihl FoxBase presentation

- There is currently a Windows and MS-DOS FoxPro user group in the Minneapolis/St. Paul area. Microsoft recently purchased Foxbase (Mac) and FoxPro (Windows and MS-DOS). FoxPro for the Mac should be introduced in or around June 1993. Is there interest in the club in meeting with the currently existing groups? Can this be noted on the calendar on the newsletter cover? Due to liability, the club cannot schedule a meeting on the calendar. However, it can be an announcement in the newsletter. If there is enough interest among club members, there may be a chance for future meetings between the Windows/MS-DOS and Mac FoxPro users. The topic will be taken up at a future meeting.

REPORTS FROM OTHER OFFICERS AND COMMITTEES

- 4.1 President's Report** - Tabled to allow time to discuss annual meeting
- 4.2 Vice President's Report** - Tabled to allow time to discuss annual meeting
- 4.3 Treasurer's Report** - Tabled to allow time to discuss annual meeting
- 4.4 Secretary's Report** - Tabled to allow time to discuss annual meeting
- 4.5 Executive Committee Report**
- No Executive Committee meeting in December.
- 4.6 Membership Director's Report**
- Attached
- 4.7 Publication Director's Report** - Tabled to allow time to discuss annual meeting
- 4.8 Software Director's Report** - Tabled to allow time to discuss annual meeting

APRIL 24TH

BE THERE

mini'app'les Annual Business Meeting

1993

See bylaws for desc. of board positions

Nominations for all Board Positions, plus needs for many non-board positions

Last chance at discounted rates, plus give-aways and treats

new rates are listed in mini'app'les news section

We especially need DTP & Graphic helpers for newsletter!

with lots of networking & fun

& check out new focus groups

this will be our last old rate offer!!

possible volunteer positions might include: 4 Marketing reps., several DTP / graphics guru's to work on marketing materials & ads, trade shows, newsletter ect...

save \$10 per year for 1, 2, or 3 years

to the prospective members should consider attending regularly for them to attend

Marketing and Publicity:

Does public know we exist? If not, we need to do a better job.

Volunteer pool:

How do we build a pool of volunteers who will commit to short term projects when they are able to do so?

SIG, GIG, and Non-Board positions:
What are some achievable goals and what resources will be needed?

Newsletter:

Your thoughts on layout, content, quality, pictures and of course, volunteers!!!

BreakOut Groups

Address what are perceived to be the most pertinent issues facing this group today. Groups will meet for one hour to brainstorm on solutions that will directly impact the way your club works. Choose a topic and **make your ideas known.**

How can we get our attendance up to where we can attract dynamic speakers?

Speakers and attendance:

Increasing and diversifying membership: How do we attract students, families, professionals, productivity users, and developers?

Conjointly: How would you get the Board and other club members to hear your ideas?



WHAT'S INSIDE

NEW MULTIMEDIA AREA ON APPLINK

PAGE 2

DEALERS ON YOUR BBS?

PAGE 3

USER GROUP RESEARCH RESULTS

PAGE 6

APPLE SELLS DIRECT

NEW CATALOG OFFERS APPLE PRODUCTS

PAGE 7



Bob Puette

INTERVIEW: APPLE REACHES OUT WITH
PRODUCTS AND SUPPORT

PAGE 8

AN INSIDERS' VIEW OF THE COUNCIL

PAGE 10

PROFILES

PAGE 11



USER GROUP GROWING PAINS SUPPORTING (AND ATTRACTING) AN INCREASE IN MEMBERSHIP

Perhaps you've faced this dilemma: your User Group membership has been growing at a steady rate, a fact which initially appears to be the best of news. But wait...you suddenly realize that this growing constituency is not just larger in raw numbers—it's also making larger demands on the group. More and more phone calls are coming in, your BBS is always busy, your meeting space is no longer adequate, and your members' needs have diversified beyond your existing services. To top it off, there seems to be a sudden shortage of volunteers.

Sounds like you're at a classic transition point in your User Group's history.

Whether your group is large or small, you're bound to experience some growing

pains along the way, usually caused by a membership size that doesn't match your current level of services or resources. To survive and thrive, many groups have had to adapt

PARADOXICALLY, MANY GROUPS SEEK TO EXPAND IN ORDER TO COPE WITH GROWTH.

along with way. For some, coping with growth means taking simple measures such as hiring an answering service. Other groups (particularly the largest ones) have made far-reaching decisions, such as changing their leadership structure, leasing office space, or

continued on page 4



A Slice of the User Group Community

This section of *Quick Connect* offers brief profiles of groups representing the diversity of the User Group community. In addition to an overview of each group's focus and activities, contact information is included so your group can get in touch if it wants to learn more. If you'd like your group to be profiled, drop a line to the User Group Connection at the address on the back cover. Or contact us electronically via AppleLink (QC.COPY) or America Online (LRaleigh) with a brief summary of your group and its activities.



APPLE CORE OF SIOUXLAND

You won't hear "Shhh!" in at least one room at the Sioux Falls Public Library—the room where the Apple Core of Siouxland holds its monthly User Group meetings. Because the group's meetings are held during regular library hours and are open to the public, library patrons sometimes wander in, wondering "why are these people having so much fun?" says User Group Ambassador Jim Dertien.

The group was founded by the Sioux Falls Public Library in 1986, and continues to be sponsored by it, with the library providing meeting space as well as a lab with a couple of Macintosh systems and an Apple IIGs. The library also maintains a collection of Apple videos, technical manuals, and training aids, and subscribes to CD-ROM shareware discs from User Groups such as the Boston Computer Society and the Arizona Macintosh Users Group. While the library makes all of these resources available to the general public, the User Group also gains access to them—at no charge to the group.

Apple Core of Siouxland currently has about 60-70 members, a quarter of whom are Apple II owners, while the remainder are Macintosh users. Serious consideration is being given to creating a statewide Apple User Group, says Dertien, with Apple Core of Siouxland serving as the organizing body.

*Jim Dertien, Apple Core of Siouxland
Sioux Falls Public Library
201 North Main
Sioux Falls, SD 57102
609/339-7115 AppleLink: DERTIENJ*

ATLANTA MACINTOSH USERS GROUP

Founded in early 1985, the community-based Atlanta Macintosh Users Group (AMUG) supports Macintosh users from all over the northern portion of the "Peach State." The group has just over 600 members and more than 1,900 Mac users on its mailing list.

Between 150 and 350 people attend the general member meetings each month at Emory University, where there's usually a member presentation as well as a vendor demonstration. Special interest

groups include HyperCard, programming, and desktop publishing; AMUG is also creating corporate and education SIGs in the near future.

One of AMUG's claims to fame is its BBS: it operates one of the most popular electronic bulletin board systems in the southeast. "Metropolitan Atlanta has the largest toll-free dialing area in the country," says Ron Patterson, AMUG's board chairman. "This provides AMUG the opportunity to offer Macintosh support to a large, diverse group of people."

Atlanta is sometimes referred to as "Silicon Valley South" because of the large number of computer-oriented businesses in the area. AMUG's five-line BBS has active users from such sizable Atlanta computer companies as Hayes Microcomputer Products, Digital Communications Associates, and Daystar Digital—all of which offer outstanding support to the local Macintosh community.

"With more than 1,300 people registered on our BBS, we probably have someone capable of providing the answer to any question about the Macintosh," says Patterson.

*Ron C. Patterson, Atlanta Macintosh Users Group, Inc.
Post Office Box 15130
Atlanta, Georgia 30333
404/496-9285 AppleLink: UG0045*

NORTHWOODS IIGS USER GROUP

Apple IIGs users from all around Maine come to the Northwoods IIGs User Group meetings, sometimes travelling as far as 150 miles. In fact, the group's librarian regularly drives 125 miles to the group's monthly meetings, says Dale Barker, president and newsletter editor for the group. To account for this wide radius of influence (and long-distance driving), the group holds its meetings on Saturdays.

One promotional vehicle that the Northwoods group uses to draw attendance is the *Bangor Daily News*, a newspaper that covers half the state of Maine. The User Group takes advantage of the free event-listings that the newspaper offers.

The group's furthest-flung member doesn't usually make it to meetings though—since he is in the armed forces, stationed in England! Another member is a New Jersey resident who joined after reading about the Northwoods IIGs group in a newsletter.

The Northwoods group offers family memberships, meaning that when an individual signs up, their whole family is signed up too. The current membership is in the high 70's, up from about 65 a year ago. Barker attributes the growth to an infusion of people who bought used Apple IIGs* systems and were looking for software and support.

The Northwoods Group maintains a library of more than 30 IIGs applications, which members can try out before ordering them through mail order. It also has a collection of 300 public domain and shareware disks.

*Dale Barker, Northwoods IIGs User Group
P.O. Box 550
Milford, ME 04461
207-827-3348 AOL: DaleB25*

PROGRAMMING SPECIAL-INTEREST GROUPS

User Groups are finding that SIGs for programmers are worth their weight in code

The concept of programming is rapidly evolving—no longer is it just the domain of the “trained professional.” (Don't try this at home!) Particularly with the advent of new technologies like QuickTime™ and AppleScript™, more of your users will fall into the broadening category of “programmer.” To support them, you may want to form a special-interest group (SIG) that addresses their information needs.

Besides supporting these users, the creation of a programming SIG can have additional benefits for your group. The SIG can become a resource when the User Group needs help with technical questions or requires special programming services. The SIG can also help bring the rest of the membership up to speed on new technologies.

DEFINING A PROGRAMMER

When someone says “programmer,” chances are you think of an individual who writes code in a traditional programming language such as C, C++, or Pascal. Or you might think of an information systems professional who utilizes languages such as COBOL, FORTRAN, 4GL, or HyperTalk®. When AppleScript is released, there will be an entirely new class of programmers on the Macintosh—power users who will want to connect and control their applications via scripts.

There are about 185 Apple User Groups that currently have some type of programming or development SIG. These SIGs range from novice to professional; they sometimes focus on a particular language or programming environment, on databases, on HyperCard®, or on programming in general.

For instance, the MacTechnics Users Group in Ann Arbor, MI has two programming SIGs—one for professional programmers, and the other for beginners. Eric Shapiro, co-leader of the MacTechnics Professional Programmers SIG, anticipates the need for a scripting SIG when AppleScript becomes available.



TROUBLESHOOTING TIPS

Typically, the main theme of a programming SIG meeting is to discuss specifics about writing code. SIG members answer each others' questions and help each other troubleshoot. Often, they also take time to answer technical queries from non-SIG members. Some groups also offer help to the general membership on their User Group BBS service and/or a phone helpline.

Seattle dBUG's Software Development SIG, for instance, has a forum on the general dBUG BBS where any User Group member can ask programming questions and obtain code samples and bug fixes. The SIG also offers a voice-mail service where members can leave messages requesting information.

A RESOURCE FOR THE USER GROUP AT LARGE

Many members of programming SIGs also volunteer their programming services for the greater good of the User Group. At BMUG, a Programming SIG member wrote an INIT that allows BMUG's shareware CD-ROM to mount properly under System 6, according to Greg Dow, manager of the BMUG Programming SIG.

Programming SIGs can also help educate the general group about new technologies. For instance, many User Group members are curious about QuickTime, but don't know where

to begin. To help its members learn about QuickTime, the dBUG Software Development SIG asked the local Apple rep to make a series of presentations about it, and invited the general dBUG membership to attend.

An additional function of a programming SIG might be to connect consultants, contract programmers, and other programming professionals to other User Group members needing these services.

GETTING STARTED

If you haven't already created a programming SIG, one option is to create one that subdivides further according to its own needs. Or you could start off with a SIG dedicated to a specific area of programming. No matter how you start it, though, work closely with the SIG to see how its expertise can bring benefits to the User Group at large. •

For a listing of some of the larger User Groups that have formed programming SIGs, see the current edition of the APDA Tools Catalog. The Apple Developer Group is very interested in tracking User Group programming SIGs. If you've recently started one, contact Suzanne Dills, APDA Marketing Manager, (mailing address: Apple Computer Inc., 20525 Mariani Ave., Mail Stop 75-2C, Cupertino, CA 95014, or AppleLink: DILLS.S).

USER GROUP GROWING PAINS

SUPPORTING (AND ATTRACTING) AN INCREASE IN MEMBERSHIP

continued from cover

even hiring a staff member. Paradoxically enough, many User Groups seek to expand their membership base even further in order to expand their pool of volunteers.

Even if your group has stabilized at a certain size, be prepared for the possibility of future growth. Many Macintosh® User Groups expect an influx of new members as the Macintosh becomes available in consumer distribution channels. On the Apple II side, many groups are already witnessing significant membership growth from users buying used Apple II systems and turning to User Groups for support.

THE GROWTH CYCLE

User Groups typically go through a cyclical growth pattern. Their membership lists increase, which leads them to offer more services, which in turn attract more users, and so on. (See Fig. 1) A group might decide to publish a more substantial or more professional-looking newsletter, or start to offer beginners' training—either of which might capture the attention of potential members.

However, this cycle doesn't always run smoothly. Many groups discover that, at some point, the membership roster grows a little out



Fig. 1. As membership grows, User Groups typically expand services, which, in turn, draw more members. The cycle doesn't always run smoothly, though. If membership doesn't reach "critical mass," then there may be too few resources for expansion.

of proportion to the group's ability to serve it; the group can envision the next set of services it wants to offer, but doesn't quite have the resources to pull it off.

An Issue for Small Groups. Even relatively small groups grapple with the issue of membership size vs. available resources. The Wisconsin Apple Users Club (WAUC) in Milwaukee, for instance, has about 75 members right now, a figure that User Group Ambassador Bruce Kosbab says is "always growing." It offers a certain level of services, but would like to move to the next stage.

WAUC has a handful of dedicated volunteers, says Kosbab, but they're pretty much stretched to their limits supporting a group of this size. The apparent solution, then, is to encourage even more people to sign up as members. If the group were larger, then there would be a bigger pool of potential volunteers to draw from. In particular, WAUC wants to appoint a "program person" to arrange for its monthly speakers and it needs additional helpers on the group's newsletter. "We always want to increase membership," says Kosbab. "We could always use more people to help."

THE BEGINNINGS OF DIVERSITY

Once a small group expands, though, it may find that it faces a new set of issues when it reaches another level. For the Lansing Area Macintosh and Lisa User Group (LAMALUG), Lansing, MI, the main challenge is to strike a balance between the needs of old and new members, while continuing to find enough volunteers and working within a limited budget.

LAMALUG just reached the 200-member stage after holding steady around 150 for a few years. According to board member Steve Potash, "We're at a point where we have to



pay attention to a lot of things, but not big enough to generate lots of revenues." The main dilemma is serving both ends of the membership spectrum without having the funds to greatly expand ser-

ices. At this size, says Potash, "We have some very sophisticated users and some raw rookies."

Adapting Existing Services. The result is that LAMALUG is adapting its existing services to address the needs of both types of users. For instance, the group used to have a single major demo during its monthly meetings, but now includes more-specialized

BOTH MACINTOSH AND APPLE II GROUPS SHOULD BE PREPARED FOR GROWTH.

demos in addition to the general presentation. "We're trying to do some simple things as well as more complicated things," says Potash. The group is also adding a couple of pages to its newsletter, but is cautious about spending too much money and using volunteer resources on it.

Like WAUC, though, LAMALUG would like to grow even larger to be able to further expand the newsletter, sponsor a fair, and buy some additional equipment.

REACHING CRITICAL MASS

A slightly larger group like the Buckeye Macintosh Group of Columbus, Ohio can enjoy some of the advantages of having passed through the transition that LAMALUG is facing. At 250 people, the Buckeye group is large enough to sponsor various special-interest groups and to participate in public

service activities such as helping a local library set up a Macintosh resource center.

The Buckeye group has made a couple of procedural changes to accommodate its current size. In the last three years, it has changed the duties and roles of most of its officers and volunteers. The group also now professionally prints its newsletter (rather than photocopy it) because the size of its print run (500 copies) makes it more cost-effective to do so. And it has switched to a messaging service from an answering machine because the volume of phone calls was

DRAMATIC CHANGES TAKE PLACE WHEN A GROUP'S MEMBERSHIP HITS THE 500-600 MARK.

too high—the service allows multiple people to call in and doesn't require one member to transcribe and relay every message.

According to User Group Ambassador Mark Middleton, getting past the 125-150 mark was the key. "After that, we had more critical mass, more members, more volunteers," he says.

Like virtually every other User Group, though, the Buckeye group has its eye on expansion: it wants to grow larger to allow it to accomplish even more—which will lead it to the next, and perhaps most tumultuous, phase.

BIGGER GROUPS, BIGGER CHALLENGES

Dramatic changes can take place when a group hits the 500-600-member milestone. "With a small group, you can handle things fairly loosely, but with a larger group, you need more structure," says Bill Stewart, board member for the Atlanta Macintosh User Group.

AMUG has about 675 members which means that "we've changed from a big-little organization to a little-big one," says Stewart.

"We're going through a big transition right now."

Among the changes that AMUG is instituting are revisions to its bylaws and an evaluation of how well the current board structure serves the group. AMUG is also looking for its first office, a leap motivated by a desire for a central location, for a permanent meeting space for board and SIG meetings, and for a fixed home for the group's ever-expanding BBS.

Getting an Office, Hiring a Staff. When does a User Group decide to get an office? Usually when the business of the group gets to be too complex to be run from members' homes. "We decided it was time when we could no longer contain PMUG's necessities in our homes and we needed a central place for our store, our classes, and our equipment," says Neil Wolf, president of the Portland Macintosh User Group. PMUG was about the same size that the Atlanta group is now when it first acquired office space, and it has since moved three times to accommodate further growth.

Hiring a staff member often is the next step, once office space is secured. For the Arizona Macintosh User Group, the two decisions went hand in hand. The Arizona group went from 500 members to 1,500 in two years and began receiving about 70 phone calls per day. "It was hard to have a home life," says Michael Bean, the group's president.

"You can't handle that volume unless you have a place where someone answers the phone eight hours a day." This meant simultaneously finding an office and hiring a staff person.

Not all groups opt for this route, though. PMUG, for instance, hasn't yet hired a staff person even though it's had office space for several years.

IDENTITY CRISIS

Moving into an office and/or hiring a staff can be among the more wrenching decisions a group can face because they usually involve a significant commitment of funds. Groups also typically experience an identity crisis at this juncture: Is the User Group a grassroots club or a professionally-run organization? At this point, the group may be a long way from its founders' original intentions and tensions may arise.

"Groups generally change in ways that the founders never anticipated," says Steve Costa, executive director of the Berkeley Macintosh User Group, who notes that BMUG has changed its leadership structure five times in eight years. One of the most common schisms occurs, he says, when certain factions want the group to remain small and cozy, while others push for continued growth. "But it's hard for growth not to happen if you do your job right," he observes.

open if you do your job right," he observes.

The groups that have leased office space and/or hired staffers report that they're now able to offer services that weren't possible before. The Central Kentucky Computer Society is opening a SeniorNet Learning Center. The New York Macintosh User Group now has an expanded

resource center where members can try out products. The Arizona Macintosh User Group shows Macintosh movies twice a week. And the new services attract more people. The cycle continues for these larger groups just as it does for groups of all sizes: increased membership leads to increased services which draw more members, and so on. •





RESULTS

RESEARCH

Every two years, the User Group Connection surveys a random sample of the User Group base. This year's survey took place in June and gathered input from 250 User Group members through a series of phone interviews. The respondents included 100 User Group Ambassadors.

According to the UGC's 1992 member survey, the average User Group size (157 members) has remained fairly consistent since the previous study in 1990, when the average group had 164 members. Macintosh is the primary area of interest for 58 percent of the groups, down from 68 percent in the previous survey. Interestingly, the percentage of groups reporting equal interest in Macintosh and Apple II climbed over the two years, from 24 percent in 1990 to 34 percent in 1992. The percentage of Apple II-only groups remained the same from survey to survey (8 percent).

The typical User Group member is male, 42 years of age, and lives in a three-person household. Seven out of ten members have a college degree, and four in ten have attended graduate school. The average household income for User Group members is \$52,000 per year. Eleven percent of the Members surveyed reported that they are retired.

Training for Members and Non-Members Alike. About two-thirds of the User Groups surveyed (68 percent) offer training to their members, a figure that's remained stable since 1990. However, a much higher percentage of groups say they now offer training to non-members (61 percent) versus two years ago (when 40 percent claimed to do so). In fact, non-member training has been on the upswing since 1988, when only 18 percent of the groups surveyed said they provided this kind of service. (see Fig. 1)

1988	18%
1990	40%
1992	61%

Introductory computer training was the most common course (55 percent) offered to the membership, followed by word processing (34 percent) and networking (25 percent). For non-members, the most popular course offerings were word process-

ing (58 percent), databases (53 percent), and page layout (50 percent).

Virtually all of the User Groups in this year's survey (96 percent) said they do not charge for their training services, compared with only 75 percent in the 1990 survey. For those that do charge, the fees average \$120, compared with an average of \$25 two years ago.

Among the other services offered are general meetings (86 percent), newsletters (75 percent), consultation (70 percent), technical support (66 percent), workshops (48 percent), and bulletin boards (25 percent). Overall, an average of 85 technical-support questions were answered each month by these User Groups.

FIGURE 2: MOST POPULAR SIGS IN 1992 SURVEY

Desktop Publishing	33%
Education	26%
HyperCard®	18%
Graphics	18%

Special Interest Groups (SIGs) on the Rise. SIGs appear to have enjoyed a surge in popularity over the last two years. The 1992 survey finds that three out of four (77 percent) User Groups claim to have SIGs versus half (49 percent) of the groups surveyed in 1990. For a list of the most popular SIGs in 1992, see Fig. 2. The majority of groups (57 percent) said they plan to add more SIGs in the next year; the most commonly planned SIG was multimedia (12 percent).

Purchasing Power. Not too surprisingly, User Group members tend to have influence over computer purchases. Approximately two-thirds of the respondents said they participated in purchase decisions in their workplace, while one-fourth of the Ambassadors and one-tenth of the Members claimed to be the sole decision-maker. On average, Members report that they have influenced about \$31,400 worth of Apple/Macintosh purchases at their work site, while Ambassadors said they influenced about \$45,000 worth of purchases. These figures indicate the significant impact that User Group members can have on Macintosh purchases. •

Apple Sells Direct

NEW CATALOG OFFERS APPLE PRODUCTS

In September, Apple announced The Apple Catalog, a direct sales program that offers a variety of Apple products to the public through a catalog and 24-hour 800 number. The catalog was sent to all User Groups in the October mailing. Among the products offered are Apple accessories, supplies, merchandise, software, manuals, scanners, modems, non-network printers, and two of the new PowerBooks.

Apple II products will also be featured; as will third-party products from Claris, Aldus, and Kensington.

The Apple hardware products sold in the catalog include one year of toll-free telephone support, starting from the date of purchase. Customers can receive assistance with installation and setup, configuration, compatibility, and basic product use. Apple software products, as well as third-party products, also include telephone support provided by the manufacturer.

WHY A CATALOG?

Apple decided to enter the direct channel of distribution because many Apple resellers carry a minimum inventory of most Apple logo accessories, supplies, and software—giving Apple customers limited access to these products. Apple also recognizes that many Apple customers prefer to purchase via mail order.

In addition, Apple expects that direct access to customers will lead to the incorporation of customer feedback into future product and program designs.

FIRST MAILING TO ONE MILLION

The first Apple Catalog will be mailed to 1.1 million names, including existing customers, new customers, and commercial mail lists, with a focus on consumer, K-12, and business markets.

If you do not receive a catalog and

would like to obtain one, call the catalog 800 number (800-795-1000). This is the number for ordering Apple Catalog products, and will be accessible 24 hours a day, 7 days a week. In addition to phone orders, fax and mail orders will also be accepted. All orders must be pre-paid by either credit card or check.

Pre-sales technical support calls and customer service calls will be handled Monday through Friday, 5 a.m. to 11 p.m. ET, and Saturday, 10 a.m. to 6 p.m. ET.

NEXT TO FEDERAL EXPRESS

The Apple Catalog warehouse is located in Memphis next to Federal Express' hub. By selecting a location in close proximity to Federal Express, orders of non-oversized products (less than 20 lbs.) received by 12 midnight Eastern Time will be delivered the next day. Overnight air freight is included at no extra charge for products in this weight category. Oversized items are shipped via surface at no charge.

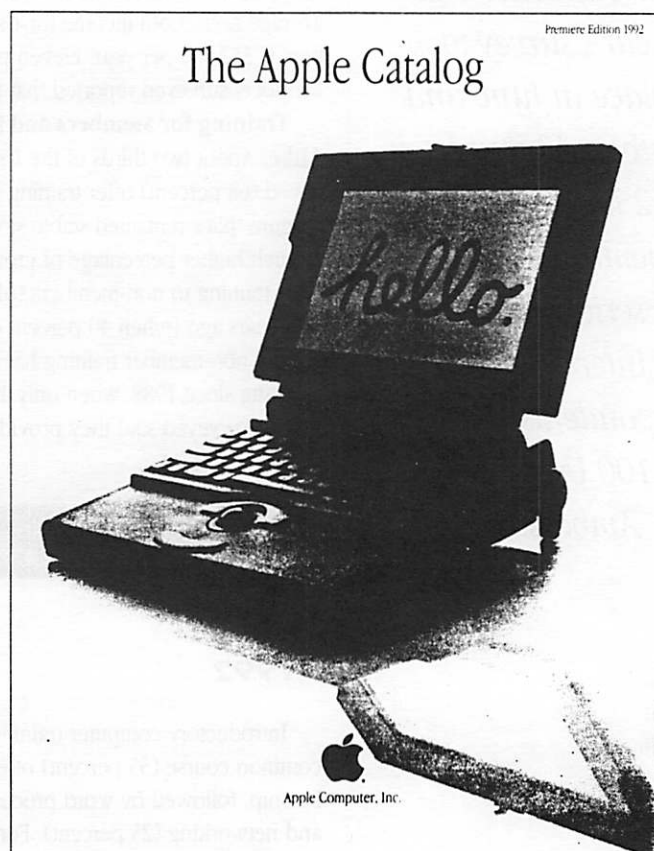
Any product may be returned for a full refund within 30 days from the original purchase date by calling customer service for a return authorization number and instructions. The product must be returned in its original packaging, and software must be unopened.

Apple plans to distribute three more catalogs during the next several months, at intervals of approximately 13 weeks. The next catalog will feature third-party products

designed to help people with disabilities use Apple equipment. Future catalogs will showcase new and updated product offerings.

**APPLE HARDWARE
PRODUCTS INCLUDE ONE
YEAR OF TOLL-FREE
TELEPHONE SUPPORT.**

"We will continually expand our product offering by including new Apple products such as the Newton family, as well as additional, complementary third-party products," says Maureen Loeb, National Sales Manager for The Apple Catalog. "The first two catalogs will really be learning experiences for us which can be used to continuously improve our offerings."





Apple Reaches Out to Users WITH PRODUCTS AND SUPPORT

AS PRESIDENT OF APPLE USA, BOB PUETTE CAN GIVE THE BIG-PICTURE VIEW OF APPLE'S PRODUCT STRATEGY AND HOW IT RELATES TO APPLE'S NEW MARKET-SPECIFIC FOCUS IN SALES AND MARKETING. IN THIS INTERVIEW, PUETTE ALSO DISCUSSES APPLE'S NEW DIRECT SUPPORT SERVICES.

Quick Connect: Why did Apple reorganize its sales and marketing organization last April?

Bob Puette: Like many other companies, we built up our organization on a geographic basis—eventually ending up with a lot of generalists out in the field who were close to the customer, but who were worried about multiple marketplaces. So, rather than continue with a regional focus, we are now organized to serve specific markets—K-12, Higher Education, Large Business/Government, Small/Medium Business, and Consumer—allowing us to concentrate on fully developing each market. Each of these areas is managed by a general manager and has its own business strategy and its own regional sales and marketing organization. This means that there's no longer a major regional office anywhere in the country because the western regional manager for say, Higher Education, may be in a different city than the one for Small Business.

QC: You mentioned "Consumer" as a key market, and Apple is obviously courting this market with products like Newton™ and the new Performa™ machines. What does this mean to Apple's mainstream Macintosh business? Are you shifting away from it?

BP: Our efforts in the Consumer market fit into a strategy that we announced two years ago with the introduction of the Macintosh LC and Classic®—and that strategy hasn't changed. In 1990, we said we were going to pursue a three-point strategy to 1) expand the Macintosh, 2) become a mainstream player in the enterprise environment, and 3) extend beyond the Macintosh. Macintosh continues to be at the

IF I LOOK OUT TWO YEARS FROM NOW, I HAVE A HARD TIME IMAGINING A DESKTOP MACINTOSH WITHOUT A CD-ROM DRIVE.

center of what we do and will be our major revenue winner for at least the remainder of the decade.

By expanding the Macintosh, we mean that we will continue to drive the market with exciting new technology. We did it last year with the PowerBooks, which have been an outstanding success for us. The bottom line is that we sold \$1 billion worth of PowerBooks in their first year of availability. You will continue to see extensions to the PowerBook family.

We also just introduced our first products



Bob Puette

with CD-ROM drives built in. CD-ROMs are going to play an important part in expanding Macintosh. In fact, if I look out two years from now, I have a hard time imagining a desktop Macintosh without a CD-ROM drive. The things you can do with CD technology are just amazing and we want to start taking advantage of that.

With CDs, our customers get access to all the interesting titles on the market, and we can use the CD to distribute documentation and system software as well. One of the groundbreaking CD services is "photo CD," which allows you to send 35 millimeter film into a service bureau and receive back prints as well as a CD containing your pictures at five different resolutions. You'll be able to cut and paste these images into documents and, with color printers, print them out.

The Performa machines, which were announced in September, also fit into the category of expanding the Macintosh. They are

Macintosh systems that are designed to come out of the box running, with built in software and an even simpler interface which, with one click, takes you into an application.

QC: What about the other two points: "the enterprise environment" and "going beyond the Macintosh"?

BP: In 1987 we began investing about \$80 million per year in the development of networking and communications capabilities for our products. We soon realized, however, that this was not enough—so earlier this year we announced the Enterprise Systems Division (ESD). This division's charter is to strengthen Apple solutions for the enterprise—through both Apple products and strategic alliances. You'll see more and more networking products being driven by ESD.

We're already going beyond the Macintosh with Personal Digital Assistants (PDAs) like Newton and Sweet Pea (*Editor's note: see the Sept./Oct. issue of Quick Connect™ for details*). We see several new opportunities developing beyond personal computers that rely upon the skill and expertise that Apple has built up—namely

**YOU'LL SEE PRODUCTS
TAILORED FOR SPECIFIC
MARKETS.**

our ability to make complicated electronic devices easy to use. We want to take what we've learned in the computer business and put it into these products, but they will in fact be products very different than personal computers.

QC: How do these products areas relate to the markets you're focusing on?

BP: If you really want to understand our

business strategy, take the markets I talked about (K-12, Higher Education, Large Business/Government, Small/Medium Business, and Consumer) and plug products

**WE EXPECT TO BE DIRECTLY
SUPPORTING A SIGNIFICANT
PORTION OF OUR INSTALLED
BASE A YEAR FROM NOW.**

into them from each of the three points. You'll see products aimed at K-12, for instance, that are part of our strategy to expand the Macintosh, particularly those with built-in CDs. The enterprise area also plays a definite role in K-12 because of the networking needs of schools and their administrations. PDAs will also be very exciting in the world of K-12: it's pretty straightforward to put a front-end on a Newton or Sweet Pea product and target solutions for the classroom.

Our goal is to have the marketing organization drive product requirements. As a result, you'll see products tailored for specific markets with software and special hardware.

QC: With broad-based distribution of consumer machines, how does Apple intend to support all of its new users?

BP: We knew that, in introducing the Performa series, we had to be able to provide service and support directly from Apple. Given the distribution channel, we assume that the consumer will not get any questions answered at the point of sale, so we've set up an 800 number for people to call with questions about these products. Since these retailers are not typically in the service business, we also offer a one-year, in-home service program.

These support offerings are actually part of a change that we began making with the

PowerBooks. For all practical purposes, our dealers do very little to support the PowerBooks—we have an 800 number for PowerBook customer questions and we do all the service through a centralized operation in Houston. A PowerBook customer calls up the service center with a problem, Apple sends him a box, the customer mails the PowerBook in, and we return the repaired unit to him within 48 hours.

We've actually been providing this direct service and support for about a year. Between the Performa series and the PowerBooks, we expect to be directly servicing a significant portion of our installed base a year from now.

QC: What about service and support for people with older systems?

BP: We've just brought out our first "Apple Direct" catalog this fall to sell accessories,

**IN THE FUTURE, WE SEE A
BIG OPPORTUNITY FOR
UPGRADE SERVICES.**

supplies, and manuals, including all of the parts and supplies for the Apple II (*Editor's note: See article, page 7*) We are confident this catalog will help our installed base find the products they need.

In the future, we see a big opportunity for upgrade services which would allow users to ship their computers in to Apple to have an upgrade installed. We think it would be a great service for our customers. Although we are considering expanded options for repairing older systems, we haven't made any specific decision on that. We'd be very open to hearing from User Groups about the types of service they'd like to see Apple offer. •

An Insiders' View of the Council

PERSPECTIVES FROM BOTH NEW AND VETERAN COUNCIL MEMBERS

Thanks to today's technology, anyone with an issue to raise with Apple can send an AppleLink message directly to CEO John Sculley. Sculley will read and acknowledge the message—and pass it on to the appropriate person within Apple. But what if you had a special conduit to the "appropriate people"—the Apple managers with direct responsibility for products and programs? You'd get faster and more effective results.

In fact, as a member of the User Group community, you have just such a forum: the User Group Advisory Council. Because the Council represents the entire User Group community, discussions about User Group issues are more effective than if individuals approached their own Apple contacts. The Council is a "collective voice into Apple," says George Venable, a three-year Council veteran and president of the Smithsonian MUG. "When the Council meets, Apple listens."

TWO-WAY COMMUNICATION

One of the main advantages of the Council is the face-to-face dialog with Apple—something you can't achieve by sending an AppleLink message. And Venable has noticed that Apple is paying closer attention to the Council. At the 1992 annual meeting in July, Venable was impressed with the attentiveness of the Apple managers. They took many notes and actively sought input and direction from the Council members. "We sat down with the people who make the decisions, and they were very interested in what we had to say," says Venable.

The Council also serves another function for the User Group community: focus. If each individual approached Apple independently, Apple would be forced to prioritize the issues in a vacuum without knowledge of the User Group community's overall concerns. Instead, the Council strives to communicate the bigger User Group picture, in a format which enables Apple to focus on the most pressing issues.

"In our electronic society, Apple can 'hear' us all, but when there's one-man, one-vote, there's no differentiation," says first-year Council member Isa Zimmerman, who represents the Massachusetts

Association of School Superintendents. "The Council plays an advocacy role for the User Group community by focusing and clarifying issues."

With its annual Top Ten list, for instance (see the special September UGAC mailing), "the Council can narrow the list of concerns so that solutions can be implemented," she says.

GETTING RESULTS

The results of the Council's advocacy can be subtle and reap longer-term benefits, says Venable. "We influence the way Apple thinks about its products and decisions," he observes. Sometimes the influence appears to have fairly speedy consequences. Last year, the Council made an impassioned lobby for

WHAT IF YOU HAD A DIRECT CONDUIT TO APPLE MANAGERS?

Apple to distribute Mode 32, which allowed certain Macintosh models to run Virtual Memory under System 7". While there were undoubtedly many factors that went into Apple's Mode 32 decision, the Council had active input into the discussion, having met with Apple managers just a couple of weeks before the decision was announced.

The year before, the Council made an equally emphatic plea for Apple to extend its three-month warranty to a full year, a change which Apple eventually implemented.

"We're very vocal about Apple's responsibility to its customers," says Venable, "and Apple takes us more seriously every year." •

In the last issue of Quick Connect, we promised to publish a summary of the User Group Advisory Council's report to Apple management that was the result of the Council's annual meeting in July. However, in September you received a special mailing containing a full draft of the report with a request for your feedback. We hope that you were able to respond by the Sept. 30 deadline, and we will keep you informed about the status of the report.

1992 UGAC REPRESENTATIVES

John Beilock (Corporate)
Disney Employees' User Group
Glendale, CA
AppleLink: BEILOCK1 AOL: ONLYJOHN
818/544-5080

B.R. Black (K-12)
MacGroup
Bartow, FL
AppleLink: K0007 AOL: DrBR BLACK
813/534-2267

Bob Coyle (Prof. Assoc.)
Data Processing Management Association
Greenville, DE
Apple Link: UGCOYLE AOL: UGCOYLE
615/482-3081

John Grabrick (Corporate)
3M Macintosh SIG
St. Paul, MN
AppleLink: MMM.ELEC AOL: GRABRICK
612/778-5358

Barry Harrigan (Prof. Assoc.)
National Association of Desktop Publishing
Boston, MA
AppleLink: UGHARRIGAN AOL: UGHARRIGAN
800/874-4113

Mark Jacob (Community)
Houston Area Apple Users Group
Houston, TX
AppleLink: HAAUG AOL: MARKJACOB
713/681-2000

Joanne Larrabee (Higher-Ed)
MIT MUG
Cambridge, MA
AppleLink: A0275 AOL: UGACIOANNE
617/253-8422

Dave Lavery (Government)
NASA HQ MUG
Washington, DC
AppleLink: UG0337 AOL: NHMUG
202/453-2720

Wolfgang Naegeli (Community)
MacClique
Oak Ridge, TN
AppleLink: UGWOLFGANG AOL: WOLFGANGN
615/574-6143

Tom Pentland (Community)
Rogue Macs
Medford, OR
AppleLink: UG0309 AOL: TOMPT16
503/773-9861

T.J. Ray (Higher-Ed)
Ole Miss Apple User Group
University, MS
AppleLink: RAY.T AOL: ENGDEPT
601/232-7678

Nancy Ray (Corporate)
TX Eastman Macintosh Users
Longview, TX
AppleLink: NANCY.RAY AOL: NANCYRAY
903/237-6013

David Reed (Community)
Central Kentucky Computer Society, Inc.
Lexington, KY
AppleLink: UG0129 AOL: DMRKY
606/231-3113

George Venable (Government)
Smithsonian MUG
Washington, DC
AppleLink: UG0378 AOL: PXPWR
202/357-1300

Al Willis (Community)
Apple • Boston/BCS
Boston, MA
AppleLink: UG0057 AOL: BCS AL
617/577-9301

Isa Zimmerman (K-12)
Massachusetts Assn. of School Superintendents
Apple Link: ISA.KZ AOL: ISA.KZ
508/230-3202

AppleLink group address: UGACS



A Slice of the User Group Community

This section of Quick Connect offers brief profiles of groups representing the diversity of the User Group community. In addition to an overview of each group's focus and activities, contact information is included so your group can get in touch if it wants to learn more. If you'd like your group to be profiled, drop a line to the User Group Connection at the address on the back cover. Or contact us electronically via AppleLink (QC.COPY) or America Online (LRaleigh) with a brief summary of your group and its activities.



WISCONSIN APPLE USERS CLUB

You could say that the Wisconsin Apple Users Club (WAUC) is really three clubs in one: the membership is about evenly split between Apple IIe/c+, Apple IIgs, and Macintosh members. To serve its diverse needs, the group's monthly meeting starts out with breakout beginners' sessions for each platform, then the whole group comes together for a general-interest demonstration by one of its members.

"People usually stick around to see the demonstration, no matter what their platform is," says Bruce Kosbab, User Group Ambassador for WAUC.

There's also a designated contact person for each platform, so if someone—even a non-member—has a question about, say, the Apple IIgs, there's a specific person who will address it. Kosbab is the "Apple II man" for the group, having joined WAUC five years ago when he bought his Apple IIc. "We've had a lot of people join the group because we've been able to answer their questions," he says.

Currently, WAUC has about 75 members from the greater Milwaukee area. While about 30 percent of the membership is Macintosh, the Apple II and IIgs contingents seem to be more active. For instance, the group's public domain library check-outs are predominantly from Apple II/IIgs users.

*Bruce Kosbab, Wisconsin Apple Users Club
2109 N. 61st Street
Wauwatosa, WI 53213
414/771-6086 AOL: Flebus*

PRINCETON MACINTOSH USERS GROUP

Like many other groups in close proximity to colleges, the Princeton Macintosh Users Group (PMUG) started with a university focus and gradually included more and more members from the surrounding community.

PMUG was launched in 1984 as a group for Macintosh enthusiasts among the Princeton University students, faculty, and staff. However, Macintosh users in the Princeton, NJ community soon learned of the great facilities and information resources available through the group

and prevailed upon PMUG to join. Simultaneously, the support resources on campus grew to such an extent that university members were able to get their needs met elsewhere and became less involved with the group.

"On-campus users are now more self-reliant, so they don't need to depend as much on the User Group," says Jon Baum, who was elected as the group's first non-university president in 1990. Today, about 80 percent of PMUG's membership comes from the surrounding community, up from about 50 percent in 1987. The group's board continues to include representation from the school.

PMUG currently has about 200-250 members, says Baum. Its SIGs include electronic publishing, new users/open house, networking and communications, spreadsheets and databases, and programming—with an educational SIG planned.

*Jon Baum, Princeton Macintosh Users Group
87 Prospect Avenue
Princeton, NJ 08544
609/951-3000 AOL: JonB*

DISABLED CHILDREN'S COMPUTER GROUP

Berkeley, CA is known far and wide for its diverse resources for disabled individuals. Among these many Berkeley-based programs is the Disabled Children's Computer Group (DCCG), which was founded eight years ago by a group of parents, developers, teachers, and people with disabilities. This unique User Group has about 550 paid members—mostly people from the local community, but also from across the country and outside the U.S.

According to Director Lisa Wahl, the group's total membership stays about the same from year to year, but each year there's typically a turnover of about 400 members. Members receive a quarterly newsletter that reviews adaptive products, and are able to borrow software, receive telephone support, and attend various events sponsored by DCCG. The group used to have a general meeting, but now concentrates on SIGs dedicated to topics such as learning disabilities, computer-specific adaptations, and telecommunications.

DCCG also provides a BBS with a gateway to FIDONet, which enables its members to communicate with people around the world. FIDONet includes special areas for disabled individuals, such as SilentTalk for people who are deaf and Blinktalk for people who are visually impaired.

Each week, DCCG has an open house where anyone (members or not) can walk in to see demos of products and learn about the group.

*Lisa Wahl, Disabled Children's Computer Group,
2547 8th Street, 12A
Berkeley, CA 94170
510/841-3224 AppleLink: DCCG*



USER GROUP CONNECTION

Members of The Apple User Group Connection staff are:

RAY KAUPP
UGC Manager
AppleLink: KAUPP1; AOL: UGC Ray

JILL AVERY
Communications Coordinator
AppleLink: AVERY; AOL: UGC Jill

DEE ANNE DOUGHERTY
Education UG Manager
AppleLink: DOUGHERTY2; AOL: UGCDeeAnne

MICHÈLE FREE
Community UG Manager
AppleLink: FREE.M; AOL: UGCMichele

RYE LIVINGSTON
Corporate/Government UG Manager
AppleLink: LIVINGSTON2; AOL: UGC Ryo

JERRY STARR
Professional Associations Manager
AppleLink: JERRY.STARR; AOL: UGC Jerry

CARMELA ZAMORA
Event Coordinator
AppleLink: CARMELA; AOL: UGCCarmela

Any member of the User Group Connection may be reached in writing at the AppleLink or AOL addresses shown above or via mail at:

The Apple User Group Connection
Apple Computer, Inc.
20525 Mariani Avenue, M/S 48AA
Cupertino, CA 95014

MARK THAT DATE!

Here are some upcoming events of interest to User Group members.

November 8-11
MacS 1992 Fall Conference, "Architecture: Building for the Future," Sheraton Hotel, New Orleans. Sponsored by Managing Apple Computers in Information Systems. The conference will feature both management and technical tracks with an emphasis on VITAL, Apple's large systems architecture. Details: write to MacS, 401 N. Michigan Avenue, Chicago, IL 60611; 312/644-6610; AppleLink: MACIS.OPS.

November 21
Mac Odyssey v 2.0, hosted by MacNexus, at the Roseville Community Center, 1550 Maidu Dr., Roseville, CA. This trade show runs from 10 a.m.-4:30 p.m. and features seminars, an exhibit hall, a silent auction, and a Macintosh art show. Admission is \$5 for the general public. Contact: Bill Davies, MacNexus, P.O. Box 163058, Sacramento CA 95816; 916/451-7080; AppleLink: UG0003.

January 6-9 1993
Macworld Expo, San Francisco, CA. Moscone Center and Brooks Hall. Details: Mitch Hall and Associates, 260 Milton St., Dedham, MA 02026; 617/361-8000.

January 9
User Group Breakfast at Macworld Expo, sponsored by the User Group Connection at the San Francisco Marriott Hotel, 777 Market St.; 415/896-1600. Registration is at 7:00 a.m.; breakfast is served at 7:30 a.m.; program begins at 8 a.m. We'll be videotaping the event, so wear your User Group t-shirt and bring at least 10 copies of your User Group newsletter to exchange with attendees at your table.

NAUGSAW '93 will bring together User Group advocates from around the country who will share their thoughts, ideas, and experiences. The '93 theme is "Strengthen User Groups—Meeting User Needs." Sessions will focus on helping User Groups effectively serve members and communities. We'll identify common challenges, brainstorm new concepts, and discuss how best to meet those needs. Topics will include forming a group, obtaining non-profit status, affiliating with other groups, setting up a BBS system, publishing newsletters, volunteer management, case histories, fund raising, and more.

Accommodations for NAUGSAW '93 will be at the Radisson on the Lake in Ypsilanti, Michigan. Rates will be \$80 per double room. Registration cost: \$65 per person until January 1, 1993; \$75 until March 1, 1993; \$150 thereafter. Cost includes all meals and conference materials. Details: contact NAUGSAW '93, 753 Hamlet Drive, Ypsilanti, MI 48198, 313/482-0501, or America OnLine: NAUGSAW '93.

NAUGSAW '92 TAPES AND NAUGSAW '93 CD

Whether or not you attended NAUGSAW '92, you can now buy audio tapes of most of the sessions. Sessions ranged from legal issues to accounting techniques to newsletter makeover to technical troubleshooting. Tapes are available for \$6. For more information, contact Don Rittner on AppleLink at UG0194, on America Online at AFL DONR, or on internet at afldonr@aol.com.

Plans for NAUGSAW '93 are in the works (see details in calendar section), and the conference organizers are planning to press a CD for attendees. The purpose of the CD will be to provide a public domain library which could also be used with a BBS host system. The conference sponsors are currently seeking original articles, public-domain software, and shareware for the CD (with the caveat that there's no need to send mainstream public-domain material). Send your files to Terry White, P.O. Box 35529, Detroit MI 48235.

WHAT DO YOU WANT TO SEE IN THE FUTURE?

Quick Connect can go behind the scenes at Apple to explore key issues for User Groups, and can bring together the ideas of many user group leaders—all with the intention of giving you useful insight and information. So that we can do an even better job, *Quick Connect* wants your input: What specific topics would you like to see covered in upcoming issues? Are there Apple technologies you're curious about? Do you wonder how other groups are handling a particular issue or challenge? Please take the opportunity to tell us which topics would have most relevance for you. Send your ideas via AppleLink to QC.COPY or via America Online to LRaleigh. Or write to the *Quick Connect* Editor at the address in the masthead on this page. We look forward to receiving your ideas, requests, comments, and suggestions!

QUICKCONNECT

Quick Connect Publications Team

EDITORIAL DEVELOPMENT
Lisa Raleigh

CONTRIBUTORS
Jill Avery, Gabriella McGrath, Lisa Raleigh

DESIGN/PRODUCTION
Joan Andrews, Information Arts
Santa Cruz, CA
Illustrations by Hank Osuna

ADVISOR
Michèle Free

© 1992 Apple Computer, Inc., Apple, the Apple logo, Apple IIes, AppleLink, and Macintosh, are registered trademarks of Apple Computer Inc. Newton, Performa, PowerBook, Quick Connect, System 7, and the User Group Connection are trademarks of Apple Computer Inc. HyperCard is a registered trademark of Claris Corporation.

Classic is a registered trademark licensed to Apple Computer Inc.

This newsletter was produced entirely with Macintosh technology. Printed on recycled paper.

The Fine Print

The Mini'app'les newsletter is an independent publication not affiliated, sponsored, or sanctioned by Apple Computer, Inc. or any other computer manufacturer. The opinions, statements, positions, and views herein are those of the author(s) or editor and are not intended to be the opinions, statements, positions or views of Apple Computer Inc., or any other computer manufacturer. Apple®, the Apple® logo, Apple IIGS®, AppleTalk®, AppleWorks®, Macintosh®, ImageWriter®, LaserWriter®, are registered trademarks of Apple Computer, Inc. LaserShare™, Finder™, MultiFinder™ and HyperCard™ are trademarks of Apple Computer, Inc. PostScript® is a registered trademark of Adobe Inc. Times® and Helvetica® are registered trademarks of Linotype Co.

*Yes . . .
I'd like to join!*

Please accept my

mini'app'les MEMBERSHIP APPLICATION.

Please Print or Type:

1. Name _____

 Address _____
 City _____ State _____ Zip _____
 Res. phone _____ Bus. _____
 Renew ID# _____ Exp. Date _____

2. Please enroll me as a mini'app'les member.

<input type="checkbox"/> Individual	\$25.00	<input type="checkbox"/> Foreign	\$40.00
<input type="checkbox"/> Student *	\$15.00	<input type="checkbox"/> Educational	\$50.00
<input type="checkbox"/> Sustaining	\$40.00	<input type="checkbox"/> Corporate	\$100.00

* (must be full-time student at an accredited institution)

3. Please tell us your special interests:

Which personal computer do you use:

- | | |
|--|--|
| <input type="checkbox"/> Apple II | <input type="checkbox"/> Macintosh Portable |
| <input type="checkbox"/> Apple III | <input type="checkbox"/> Macintosh Powerbook |
| <input type="checkbox"/> Apple IIe | <input type="checkbox"/> Macintosh Quadra |
| <input type="checkbox"/> Apple IIc | <input type="checkbox"/> IBM or IBM clone |
| <input type="checkbox"/> Apple IIc+ | |
| <input type="checkbox"/> Apple IIGS | |
| <input type="checkbox"/> Laser - Other _____ | |
| <input type="checkbox"/> Macintosh Plus | |
| <input type="checkbox"/> Macintosh SE | |
| <input type="checkbox"/> Macintosh Classic | |
| <input type="checkbox"/> Macintosh LC | |
| <input type="checkbox"/> Macintosh II | |
| <input type="checkbox"/> Macintosh SE/30 | |
| <input type="checkbox"/> Macintosh si | |
| <input type="checkbox"/> Macintosh fx | |
| <input type="checkbox"/> Macintosh IIcx/IIci | |

Areas of Interest:

- | |
|--|
| <input type="checkbox"/> Business Application |
| <input type="checkbox"/> Home Application |
| <input type="checkbox"/> Educational Application |
| <input type="checkbox"/> Desktop Publishing |
| <input type="checkbox"/> Other _____ |

Do you own or use:

- | |
|--|
| <input type="checkbox"/> Printer |
| <input type="checkbox"/> Laser Printer |
| <input type="checkbox"/> Modem |
| <input type="checkbox"/> Scanner |
| <input type="checkbox"/> Other _____ |

- Referred by: _____
- Check if interested in volunteer opportunities.
Special Areas: _____
- Check if you do not wish to receive non-club promotional mailings.

You'll receive your new member's kit in 3 to 6 weeks.
Make checks payable & mail to:

mini'app'les
P.O. Box 796
Hopkins, MN 55343

IF YOU ARE MOVING. . .

. . . please let us know six weeks before you move so we can change your address. Thank you.

Copy your newsletter mailing label showing current address in this space:

I.D.#: _____ Exp. Date: _____
 Name: _____
 Street: _____
 City, St., Zip: _____
 Street: _____
 City, St., Zip: _____

PRINT YOUR NEW ADDRESS HERE

MAIL TO: mini'app'les, P.O. Box 796, Hopkins, MN, 55343

Classified / Notices

Want to buy a 12 inch Mac monochrome (b& W) monitor, Arnie Kroll 433-3517

Rich Potter is starting a First Class BBS (with GUI interface). name of board is TwinCity Mac at 822-4122 or 822-8165 voice. first 25 minutes free daily. Contact Rich for more information!

Wanted Newsletter Staff and also looking for Publishing Director for mini'app'les Board.

Board of Directors:

President David Laden 498-8774
675 Wheelock Parkway West
St. Paul, MN 55117-4181

Vice-President Tom Lufkin 698-8523
2078 Highland Parkway
St. Paul, MN 55116

Secretary Tish Cavalier 789-5465
2743 Hayes Street N.E.
Mpls, MN 55418

Treasurer Steven Lassiter 874-1694

Membership Director Bill Rhoades 682-2221

Operations & Resource Allen Mackler 424-9899

Publications Director Vacant

Software Director Greg Carlson 544-8252

SIG: Macs Wade Brezina 715-485-3585

SIG: Apples Tom Gates 789-1713

Dir at Large Keven Kassulker 535-2968
7779 48th ave N
New Hope, MN 55429-4515

Questions -

* Prospective members should see page 4 help
* GIG & SIG questions should be directed to contacts on calendars (they should be the most accurate)

* Users with technical questions should refer to the Members Helping Members section.

When one of these sources doesn't seem available or appropriate then direct questions to any board member.

Membership:

attn: mini'app'les
Bill Rhoades,
P.O. Box 796 Hopkins MN 55343
or call 1-652-2221

All members receive a subscription to the newsletter and all club benefits.

Members interested in Education Disks of the Month (eDOMs) should check instructions & information in the Board EDOM section of this newsletter.

This is the Newsletter of mini'app'les, the Minnesota Apple Computer Users' Group, Inc., a Minnesota non-profit club. The whole newsletter is copyrighted © by mini'app'les. Articles may be reproduced in other non-profit User Groups' publications except where specifically copyrighted by the author. (Permission to reproduce these articles must be given by the author.) Please include the source when reprinting.

Dealers - mini'app'les does not endorse specific dealers. The club promotes distribution of information which may help members identify best buys and service. The club itself does not participate in bulk purchases of media, software, hardware and publications. Members may organize such activities on behalf of other members.

Newsletter Contributions - Please send contributions directly to the Newsletter Manager and more preferable upload them to the BBS.

Until the end of March 1993 the acting newsletter manager is Keven Kassulker at
7779 48th ave N,
New Hope, MN 55428
phone # 612 535-2968

Deadline for material for the next newsletter currently is undefined, check with Keven for further instructions.

Meeting Dates - should be sent to

Eric Knopp at
1953 Midland Hills RD
Roseville, MN 55113
He can be reached by phone at:
612 636-3244

Please,

\$.29 stamp can sure improve the newsletters accuracy and it saves everyone time!

Avoid phone tag!

mini'app'les BBS - 892-3317, 24 hours: 8 data, 1 stop, 0 parity

mini'app'les Voice Mail - 229-6952

Newsletter Publication Staff -

Is in the process of being re-established, until further notice direct questions to:
Keven Kassulker at 535-2968

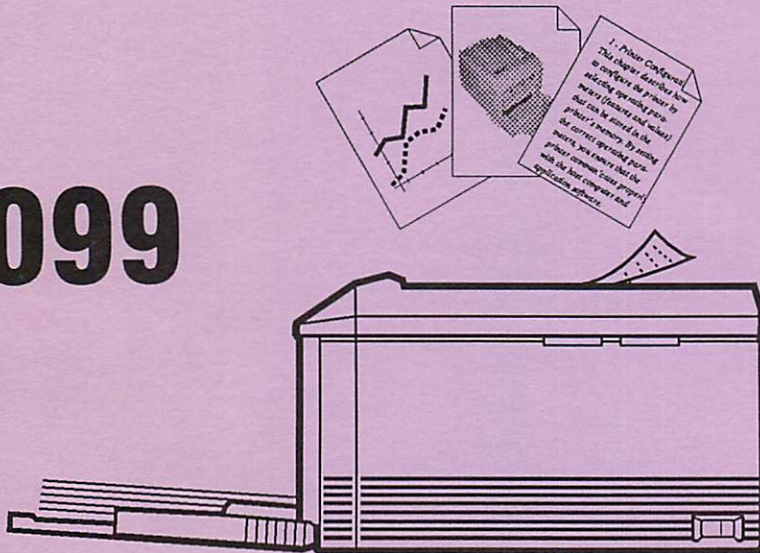
Reference for mini'app'les**April pg 47**

digitalTM

DEClaser 1152 Laser Printer

POSTSCRIPTTM Interpreter Version 2011.113 Revision 14 from Adobe Systems Incorporated

\$1099



POSTSCRIPT[®]
Software From Adobe

17 outline fonts

Connect both MAC and PC

Proven Canon 4ppm engine

2-mbyte memory

Laser-print Supply

*Midway
Near I94 and Snelling*

1568 Selby Avenue
St. Paul, MN 55104

649-0268



mini'app'les
Box 796
Hopkins, MN 55343

ADDRESS CORRECTION REQUESTED

Non Profit Org.
US Postage
PAID
Hopkins, MN
Permit 631



Expire 99-12 ID No: 0160*
DAN B BUCHLER
2601 WOODS TRAIL
BURNSVILLE MN 55337