NOTIS-WP-II Word Processor Module ND-10079

PRODUCT SUMMARY

NOTIS-WP-II is a powerful and flexible full screen word processor constructed both to satisfy office users and others requiring a complete word-processing facility. It is simple both to learn and use. The ND-246 NOTIS Terminal has, in addition to a national standard keyboard, a numeric pad, 43 clearly marked word processing function keys and 16 user programmable keys. NOTIS-WP's HELP function consists of a number of chapters, further divided into sections, giving the user easy access to complete on-line documentation whenever necessary. BEGINNER mode limits the functions available to novice users, and has corresponding **HELP** documentation. Users may set up their own document layouts by modifying standard menus.

Documents may be entered, modified, printed and stored. Justification is automatic either on word-wrap or when return is pressed. Areas may also be manually justified. The documents themselves may be up to 256 characters wide and any length. Text areas, which may be either lines of simple text or rectangular areas, may be moved, copied and deleted. Different parts of a document may use different margins and be justified in different manners. A text string may be searched for, and a new string substituted if required. New text may be inserted within a line or between lines.

Text may be sorted and areas containing signed and unsigned numbers and arithmetic functions may be summed. Areas may be boxed, i.e. have a box drawn around them. Graphic functions suitable for constructing tables and simple diagrams are also included.

USERS

NOTIS-WP is suitable for users of all experience levels, from those trained in the use of word-processors to those with no previous experience in the use of such equipment.

- Secretaries
- Stenographers
- Professionals
- Clerks
- Administrators
- Technical editors
- Writers
- Journalists
- Engineers
- Scientists
- Organisations
- Managers

AREAS OF USE

NOTIS-WP can be used everywhere documents of any type are created and/or modified, e.g.:

- Stenography
- Report writing
- Journalism
- Technical specifications
- Correspondence

FUNCTIONS

- Document entry, editing storage and retrieval
- Text justification
- Formatting
- Arithmetic
- Box graphics
- Decimal tabulation
- Sorting

FEATURES

- On-line formatting.
- Screen is identical to document.
- National language versions of both NOTIS-WP and ND-246 terminal.
- BEGINNER and ADVANCED modes.
- Multiple level HELP.
- Menus to set up own document layout.
- Single keystrokes for most functions.
- Cut, paste and copying of text areas.
- Document file includes margins, justification mode etc.
- Areas for single-key functions – can be word, sentence, paragraph field or explicitly marked.
- Automatic numbering and renumbering of chapter and section headings to any level.
- Table of contents.
- String search and substitute.
- Justification: right, left, centre, stretch between margins.
- Scroll and roll.
- Documents may be up to 256 characters wide and of unlimited length.
- Normal and decimal tabulation.
- Arithmetic $(+-*/\%)$.
- Sorting.
- Box graphics.
- Discrete hyphen.
- True underline.
- Text formatter available for heavy documents, e.g. manuals, large reports.

KEYBOARD FUNCTIONS:

Document Layout	Enter/edit text	
Set borders	Expand	Insert
Set/reset tabs	Underline	Hyphen
Set/reset decimal tab	New paragraph	Insert line
Set justification mode	Concatenate	Split line
	Convert to small/big letters	
	Set/reset graphic mode	

Orientation in text

Vertical/horizontal scroll
Move to end/start of line
next/previous area
next/previous tab
Cursor up, down, right, left,
5 down, home

Select area

Mark	Field	Paragraph
Sentence	Word	

Justification of text

Right adjust	Justify
Left adjust	Stretch
Centre adjust	

Operate on area

Copy	Move	Delete
Frame		

Other

Print   Help   Exit
Cancel
String search/substitute
Activate text-formatter

DOCUMENT STORAGE

Documents are stored on the systems' mass-storage devices, which is both faster and more convenient than diskette storage. Documents may be given any name of up to 16 characters, chosen freely by the user. When a document is to be retrieved, the user may identify it by any non-ambiguous abbreviation, e.g. if a document had been given the name «Annual-Report-82», then it could be retrieved by An-Rep-82, or even A-P-82. Each ND computer system has at least one diskette unit, so documents may also be copied to diskette.

Each user has a password to provide security. Documents may be held secret to one user, or they may be made available to either a selected list of users or to all users.

TEXT FORMATTER
When a document has been prepared by the NOTIS-WP editor, in most cases it is finished and may be printed on any ND printer. In some cases, further processing of the document is required.

The Text Formatter may create indexes, handle foot-notes, references and standard documents and so on. It may be used to create individual letters to clients on the basis of information extracted from an ACCESS table.

Text Formatters Features
● Index
● Foot notes
● Appendices
● Standard letter addressing
● References
● Standard document layouts:
– memo
– report
– minutes
– call for meeting
● User-designed layouts

OTHER NOTIS OFFICE AUTOMATION PRODUCTS
NOTIS-WP is one module in Norsk Data's NOTIS Office Automation system. The ACCESS, or NOTIS-QL, module can select information from a list, table or database, and present it either as a table, report or histogram, which may be included in a document prepared by NOTIS-WP.

A list containing client or subscriber information may be input to the NOTIS-WP text formatter together with a standard letter, resulting in individual correspondence to each client. Please refer to the ND-10185 ACCESS datasheet for more information.

NOTIS-IR Document Storage and Retrieval system stores documents and retrieves them by content. That is, a document, or documents, are found by the user specifying some elements of the document's content, rather than having to know a precise document name.

This product may be used for all kinds of archiving, for example: books, correspondence and reports. NOTIS-IR may print reports containing documents, or parts of documents.

Reports and single documents from NOTIS-IR may be edited directly by NOTIS-WP. Documents prepared by NOTIS-WP may be entered into the NOTIS-IR database. For further information, see ND-10152 NOTIS-IR datasheet.

TECHNICAL SPECIFICATIONS

NOTIS-WP and the ND-246 NOTIS terminal were developed together to provide a text processing workstation. The ND-248 terminal will also satisfy the functionality requirement of NOTIS-WP. Other terminals, although able to use NOTIS-WP, will not satisfy these requirements. They will require several keys to be used for many functions and they will not be able to represent the graphical figures which may be created in NOTIS-WP. The NOTIS terminals are described in their own datasheets.

The NOTIS-WP module may be run on the ND Satellite, ND-100/COMPACT, ND-100, ND-100/CX and ND-500 computer systems under SINTRAN III operating system, version G and later.

NOTIS-WP will run on any ND computer whatever the size of its physical memory. However, in order to keep response times within acceptable limits, 64 KB plus 24 KB for each **simultaneous** user should be allowed.

The amount of mass-storage space required will depend on the use made of the system. Norsk Data's computers may be equipped with mass-storage from 10 million up to several billion characters.

DOCUMENTATION

NOTIS-WP Training Manual ND-63.001
NOTIS-WP Reference Manual ND-63.002
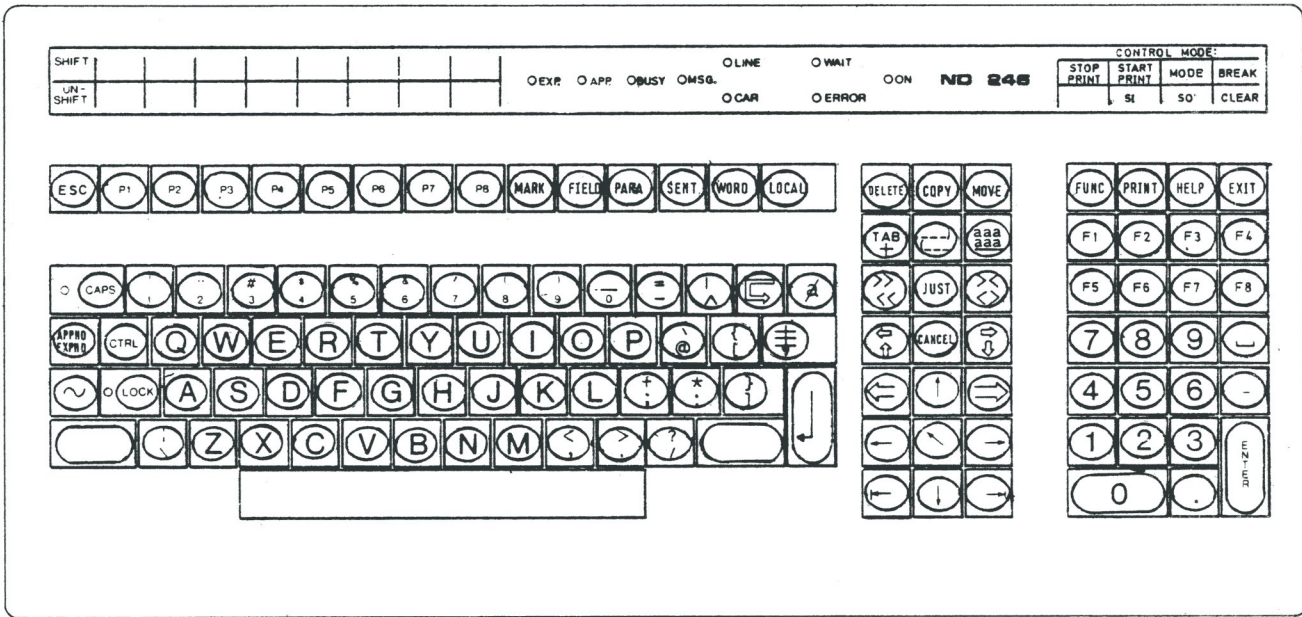
The ND-246 Notis terminal international standard keyboard
with 43 word processing function keys and 16 user
programmable keys.

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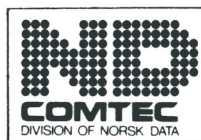
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NOTE: NORSK DATA reserves the right to change specifications without notice