
BEFORE YOU START

WordStar 1512 has been developed from a program called EASY and is intended for the Amstrad user market. It offers good value for money in addition to ease of use. The program is supplied on five floppy disks:

<i>System</i>	<i>Use this for startup</i>
<i>1512 WP</i>	<i>Use this for word processing</i>
<i>Printing</i>	<i>Use this for all printing</i>
<i>Dictionary</i>	<i>Use this for spell check</i>
<i>MailList</i>	<i>Use this for data entry into the database</i>

This book does not cover the installation procedure as this will be detailed in the manual that comes with your program.

If you have a system with a hard disk the programs on these disks can all be copied into the same directory. In this way moving from one feature to another is no problem. If, however, your system has twin floppy disk drives you will often see a request to replace the disk currently in drive A with a different one. This, too, is perfectly straightforward but can be laborious. It would be impractical if the text were to include instructions for disk changes. WordStar 1512 gives adequate help and instruction on this so it is understood that users of twin floppy systems will always read what is written on the screen. A typical instruction is as follows:

Insert disk labelled **DICTIONARY**
into drive A

Press ← to continue

It is assumed that you are already familiar with the principles of booting up to start the system. Your computer is booted up the moment you see an **A>** or **C>** at the top of an empty screen. Some of you may even have a specially created menu where WordStar 1512 is an option.

It is assumed that you have keyboard skills and are able to type. The most important keys in WordStar 1512 are:

ENTER	<i>This tends to be your "YES" key.</i>
ESC	<i>This tends to be your "NO" key.</i>
CTRL	<i>Is used with the arrow and cursor movement keys to make the cursor move faster and further.</i>
F1	<i>Press this key for HELP.</i>
F2	<i>Press this key to display the MENU, from where you can carry out commands.</i>