

# OsoSuite 1.1

## Desktop Application Suite for Windows (UN-Registered Shareware Version)

### INTRODUCTION

#### System Requirements

*OsoSuite* requires a 386DX, 486, or Pentium CPU, *Windows 3.1* or later, a hard disk and mouse, plus a minimum of 4 MB of RAM and 4 MB of hard disk space, VGA or better graphics and a *Windows* compatible graphics printer. You'll also need about 6 MB of free disk space on the disk where you store **.TMP** files for Temporary files.

#### VBRUN300.DLL REQUIRED

This program requires that the **VBRUN300.DLL** file, the runtime file for *Visual Basic 3.0* programs, be installed in your **WINDOWS\SYSTEM** directory. You may obtain a copy of this file as **VBRUN300.ZIP** on the OsoSoft BBS, at the number below or in the OsoSoft support section on CompuServe (**GO OSOSOFT**) as **VBRUN3.ZIP** in Library 5 of that forum. Before downloading a copy, however, be sure to check your **WINDOWS\SYSTEM** directory, as you may well already have a copy there.

#### LICENSE INFORMATION

Thank you for trying *OsoSuite* and for using shareware. Shareware is an excellent way for you to test new programs without paying for them in advance. However, shareware software is not free. After testing the program, you're required to pay for it and register if you continue to use it. By paying for the shareware programs you use, you help keep this company and other companies alive and creating software you can try before you buy. Please register all shareware programs you use regularly!

This is the unregistered version of *OsoSuite 1.1*. *OsoSuite* is a shareware program. You may try this copy of the program for a period not to exceed 30 days to determine whether or not it is suitable for

your needs. After that time, if you continue to use the program, you must pay for and register your copy with the author. To register, use the **OsoSoft Program Info** command in the **Help** Menu to print the registration form. The Registration fee for OsoSuite 1.1 is \$75. The individual programs included in OsoSuite are also available separately at various prices.

NOTE: If you purchased a copy of this shareware version from a shareware vendor, the small fee charged by that vendor is only a fee for copying and handling the files. None of the money paid to that vendor goes to OsoSoft. Payment for a registered copy of this or any other OsoSoft program must be made to OsoSoft directly. Registered versions of this program are not available from any other source.

**Limitations**—The shareware versions of some programs included in *OsoSuite* may have one or two advanced features of the program disabled. In all cases, other methods are available for evaluating all functions of the program. These disabled menu items are identified by notes in the programs' documentation and a message will appear when you try to use them.

You can pay and register by mail or use your Visa or MasterCard by calling OsoSoft at (805) 528-1759 during normal West Coast business hours. OsoSoft programs may also be registered on CompuServe in the SWREG forum, or by faxing a credit card order to the fax number on your order form. SWREG Registrations will be charged to your CompuServe account.

**Registration Reminders**—At random intervals when you start or exit this shareware version of *OsoSuite*, and its included programs, reminder screens will appear telling you that you are using the shareware version of the program. These screens do not appear in the paid, registered version.

Paid and registered users receive the very latest version of the program, a printed manual, automatic notification of major upgrades, and support. In addition, when you register, you'll always be entitled to upgrade to new registered versions at no charge on the OsoSoft BBS at (805) 528-3753. Paid, registered users are also entitled to unlimited free support by telephone, fax, on the OsoSoft BBS, on Microsoft Network and on CompuServe.

Unregistered users receive only a minimum of support, limited to some installation help, if necessary, and are not entitled to telephone support. If you call the OsoSoft voice number for support as an unregistered user, you will be asked to register at that time by credit

card.

Users of this program, along with traditional shareware distributors may distribute copies of the shareware versions of this program, but only under the terms described in the **VENDOR.DOC** file included with this copy of the program. All commercial distributors **MUST** read that file and abide by the distribution rules contained in that file. Violations of the distribution license in **VENDOR.DOC** may result in prosecution under appropriate copyright laws of the United States and other countries.

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OsoSoft is a member of the Association of Shareware Professionals and the Software Publishers' Association.

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### **HOURS**

OsoSoft business hours are 7 AM to 4 PM, Pacific Time, on weekdays. Calls outside those hours are not appreciated.

### **ASP OMBUDSMAN NOTICE**

This program is produced by a member of the Association of Shareware Professionals (ASP). ASP wants to make sure that the shareware principle works for you. If you are unable to resolve a shareware-related problem with an ASP member by contacting that member directly, ASP may be able to help. The ASP Ombudsman can help you resolve a dispute or problem with an ASP member, but does not provide technical support for members' products. Please write to the ASP Ombudsman at 545 Grover Road, Muskegon, MI 49422-9427 USA FAX 619-788-2765 or send a CompuServe message via CompuServe mail to ASP Ombudsman 70007,3536.

### **Individual Program Documentation**

For documentation of individual programs in *OsoSuite* 1.1, select the **Manuals** command in the *OsoSuite* Manager, then select the program. It's highly recommended that you read each program's documentation,

or print it out, before using the programs.

## **Programs Included in OsoSuite**

### **Desktop Publishing Applications**

#### **AdMaker 4.0 -- Ad Layout Designer**

AdMaker lets users create camera-ready display ads, suitable for use in newspapers and other media, up to 7.5" x 8.5" in size. Ads can include text in any font, up to four BMP, PCX, or WMF graphics, plus line art created with built-in line-drawing tools. AdMaker prints 100%/200% layouts, with crop marks. Users can rotate text, drag and drop text and graphics, and make full use of color on color printers. An easy, WYSIWYG display and onscreen commands speed design.

#### **MultiLabel 4.0 -- Labels & More for Windows**

MultiLabel is a complete label solution for Windows. As in AdMaker, which shares a similar interface, designs can include text in any font, up to two clip art images, and line drawing objects. All Avery Laser Label formats are directly supported, and custom label formats can be designed by the user. In addition, support is included for name badges, postcards, and other popular formats. A built-in address book module, which can import comma-delimited data files, makes merged labels easy. Other features include automatic POSTNET bar coding, automatic text resizing during merges, full color support, serial numbering and more.

#### **Rockford Professional 4.0 -- Business Card Designer and Printer**

Using the same easy interface and powerful features as AdMaker and MultiLabel, Rockford Pro lets users create and print professional-quality business cards. Users can either print camera-ready layouts or print cards on pre-scored card stock available from Paper Direct and other vendors. In less than 10 minutes, users can have their business cards in hand, ready to go, in any quantity desired. Since cards are printed only as needed, there's no waste as with regular business cards.

### **Windows Utilities**

#### **Filer 4.0 -- Multimedia File Finder, Viewer, and Manager**

Filer offers users a complete solution for finding, viewing and managing files. Users can search for files across an entire PC or network, including CD-ROM drives, using wildcards. Filer can also find duplicate files to help save hard disk space. Boolean text searches, with proximity filters, can find files based on up to 4 text strings, in any

type of file. Users can view BMP, PCX, WMF, TGA, JPG, DIB, RLE, or ICO graphics files, hear WAV, MID, and RMI sound files, or watch AVI, MOV, FLI, or FLC movies. Filer can also view TrueType fonts, installed or uninstalled. After locating files, users can copy, move, delete, rename, compare, or wipe out files completely.

### **Fonter 7.0 -- Font Manager**

Fonter is a complete font viewer, printer, and manager for TrueType and PostScript Type 1 fonts. Users can view and print fonts in many ways. Fonter prints lists of installed fonts, with samples, ANSI character charts, type specimen sheets, and complete font books. Users can view and print complete character sets, keyboard displays, comparisons of up to eight fonts on screen at once, and can even save enlarged symbol characters as BMP files for use as clip art. Fonter can preview TrueType fonts, even on CD-ROM font collections, before installation, and can print lists, with samples, of uninstalled TrueType fonts. Users can also install TrueType fonts either for a single Windows session or permanently.

### **WinClip 4.0 -- Clip Art Manager**

WinClip is an ideal program for anyone who uses BMP, PCX, WMF, TGA, DIB, RLE, or ICO graphics files. It can view all of these file types, and prints single images or complete catalogs of thumbnail images in four sizes (up to 153 per page). Catalogs include filenames and directory names for quick reference. Users can create links to any graphics program for editing without leaving WinClip. The AutoShow feature steps through an entire directory of images automatically. WinClip can copy, move, or delete files, individually or as groups, making clip art management easy. WinClip offers full CD-ROM and color printer support.

### **Bonus Clip Art and Fonts**

As a bonus for paying and registering, the registered version of OsoSuite 1.1 also includes over 200 clip art images, specially pre-sized for use on labels, business cards, and small display ads, plus seven TrueType fonts.

## **Installation**

The Shareware version of *OsoSuite* uses a manual installation technique. The Registered Version includes an automated installation program. To install this program, carefully follow the steps listed below. If you need help with any of the file and directory procedures, consult your *Windows* or *DOS Manual*.

1. Copy all files from the distribution diskette or the **ZIP** file containing the program into a directory on your hard disk. OsoSoft recommends that you create a directory called **OSOSUITE** for the files.

2. Now, copy all files with the extensions **.DLL** and **.VBX** from the **OSOSUITE** directory into your **WINDOWS\SYSTEM** directory. If you're working from the DOS prompt while in the **OSOSUITE** directory, the commands would be:

```
COPY *.DLL C:\WINDOWS\SYSTEM  
COPY *.VBX C:\WINDOWS\SYSTEM
```

Naturally, you'd substitute your own drive and directory information if you installed *Windows* in a different directory.

**NOTE:** Once you have successfully copied all **DLL** and **VBX** files into the **WINDOWS\SYSTEM** directory, you may delete them from the OsoSuite home directory, if desired, to save disk space. Do not, however, delete any other files.

You must also have a copy of **VBRUN300.DLL** in your **WINDOWS\SYSTEM** directory. See the note above if you do not have a copy of that file.

**NOTE: If you're installing in Windows 95, skip to that section now.**

### ***Windows 3.x Installation***

3. If *Windows* is not running, start it. Then, from the Program Manager, click once inside the program group where you want the *OsoSuite* icon. Then, select the **New** command from the Program Manager's **File** menu. Make certain the **Program Item** option is selected, then click **OK** or press **<Enter>**.

4. In the **Description** field of the resulting dialog box, type **OsoSuite**, then press **<Tab>**.

5. In the **Command Line** field, type **C:|OSOSUITE\OSOSUITE.EXE**, substituting other drive and directory information, if necessary. Press **<Tab>**.

6. In the Working Directory field, type **C:\OSOSUITE**, or substitute other drive and path information, if necessary.

7. Press **<Enter>** or click **OK** to complete the installation. The *OsoSuite* icon will appear in the program group you selected earlier.

## **Windows 95 Installation**

If you use OsoSuite in Windows 95, copy the files, as described above, then *right click* the **Taskbar** and select **Properties** from the menu that appears. Click the **Start Menu Programs** tab, then click **Add**. Type the full path and filename for **OSOSUITE.EXE** or use the **Browse** button to locate the file. Click **Next** and choose a folder for your OsoSuite shortcut. Click **Next**, then type OsoSuite as the name for the shortcut on the Start menu. Choose an icon, if necessary, then click **Finish** and close the **Taskbar Properties** window. You'll be able to start OsoSuite from the Start menu.

## **Uninstalling OsoSuite**

If you ever need to uninstall *OsoSuite*, simply delete all files from the directory in which you installed the program, then remove the directory. You can do this using File Manager or Explorer in Windows 95. During installation, you also installed several **DLL** and **VBX** files in your **Windows\System** directory. Since these file may also be used by other programs, it is recommended that you **do not delete** these files. If you wish to delete these system files, you'll find a complete list of files installed by *OsoSuite* in the **FILES.TXT** file on your installation disk or in your OsoSuite directory. However, delete them with caution to prevent problems with other programs which may also use these files.

## **Using OsoSuite 1.1**

### **Starting OsoSuite**

To start OsoSuite Manager 1.1, simply double-click on the OsoSuite icon in Program Manager, or click the OsoSuite program name in your Windows 95 Start menu. You'll see the OsoSuite Manager window.

### **Running a Program**

To run any of the OsoSoft programs shown in the OsoSuite Manager window, simply click or double-click on that program's icon. It's that simple.

### **OsoSuite Manager Options**

Normally, the OsoSuite Manager exits when you run a program. If you'd like the OsoSuite Manager to continue to run in the background and be instantly available after you exit the program, select Options, then click the Close Manager after Running Program command to remove the checkmark. If you'd like to have OsoSuite Manager always run in the background after starting a program, change the program's command line properties, adding a space, then **/NC** to the end of the command

line. OsoSoft recommends that you use the program's normal defaults to save resources. It only takes a second to restart OsoSuite Manager.

### **The About Command**

Click the About menu for information on OsoSuite and for contact information about OsoSoft.

### **The Manuals Command** (*Shareware Version Only*)

Click this menu command, then choose the name of the program to read that program's manual, which will be automatically loaded into Windows Write or WordPad. You can also print the manuals while in Write. When you exit Write, you'll return to the OsoSuite Manager.

**NOTE:** Please read the manuals for the individual programs. They're your best guide to learn how to get the most from them.

### **The Order Form Command** (*Shareware Version Only*)

Giving this command pops up a handy order form which lists all of OsoSoft's products, including OsoSuite. You can simply fill in the form on your computer, then click the Print button to print a hard copy. Mail or fax your order to the address on the order form, or phone your credit card order in at the number listed on the form.

**Remember:** This is the shareware version of OsoSuite. After a trial period of 30 days, you must either pay for and register or discontinue use of this program. Your payment is the key to making OsoSoft and the shareware industry successful in producing more and improved programs you can "try before you buy." Thanks for your support.

### **Exiting OsoSuite Manager**

To exit OsoSuite manager, just click the Exit button.