

INSTALLING

WinGRAB / WinGDB

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WinGRAB Order Form

WinGRAB Registration fee \$39.95 each: \$ _____
DOS GRAB and WinGRAB Package \$49.95 each: \$ _____
Florida Residents Add 7% Tax: \$ _____
Shipping and handling each: \$ _____
(\$5.00 in USA \$15.00 Outside)
Total Due: \$ _____

Media desired: 5.25 size disk _____ or 3.5 size disk _____

Complete the form and return it along with your check payable to ZPAY Payroll Systems in US currency to:

ZPAY Payroll Systems
2526 69th Avenue South
St. Petersburg, FL 33712-5631

Check enclosed _____ or charge my Visa _____ or Master Card _____

Name on card: _____

Card number: _____ Expires: _____

Signature: _____

Name: _____

Company: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Telephone number: _____

Where did you receive your copy of WinGRAB: _____

Version number: _____

Comments: _____

Legal Information And Benefits Of Registration

Users of WinGRAB must accept this disclaimer of warranty: "WinGRAB is supplied as is. The author disclaims all warranties, expressed or implied, including, without limitation, the warranties of merchantability and of fitness for any purpose. The author assumes no liability for damages, direct or consequential, which may result from the use of WinGRAB."

WinGRAB is a "shareware program" and is provided at no charge to the user for evaluation. Feel free to share it with your friends, but please do not give it away altered or as part of another system. The essence of "user-supported" software is to provide personal computer users with quality software without high prices, and yet to provide incentive for programmers to continue to develop new products. If you find this program useful and find that you are using WinGRAB and continue to use WinGRAB after a reasonable trial period, you must make a registration payment of \$39.95 to ZPAY Payroll Systems. The \$39.95 registration fee will license one copy for use on any one computer at any one time. You must treat this software just like a book. An example is that this software may be used by any number of people and may be freely moved from one computer location to another, so long as there is no possibility of it being used at one location while it's being used at another. Just as a book cannot be read by two different persons at the same time.

Commercial users of WinGRAB must register and pay for their copies of WinGRAB within 30 days of first use or their license is withdrawn. Site-License arrangements may be made by contacting ZPAY Payroll Systems.

Anyone distributing WinGRAB for any kind of remuneration must first contact ZPAY Payroll Systems at the address below for authorization. This authorization will be automatically granted to distributors recognized by the (ASP) as adhering to its guidelines for shareware distributors, and such distributors may begin offering WinGRAB immediately (However ZPAY Payroll Systems must still be advised so that the distributor can be kept up-to-date with the latest version of WinGRAB.).

You are encouraged to pass a copy of WinGRAB along to your friends for evaluation. Please encourage them to register their copy if they find that they can use it. All registered users will receive a copy of the latest version of the WinGRAB system.

Registration Brings:

We also have a full DOS and Windows package called GRAB Plus with WinGRAB. For an additional \$10.00 you can receive both our DOS package and Windows package complete with user manuals and the latest versions of the software without the shareware registration reminder screens.

Upon registration you will receive the latest version of WinGRAB complete with the 144 page, illustrated perfect bound manual. The registered version does not have the registration reminder screens. Those electing the DOS and Windows package, will receive both the DOS and Windows manuals and new program disks. You will also become eligible for the upgrade notification program.

Member ASP (Association of Shareware Professionals)

Paul Mayer is a Member of The Association of Shareware Professionals (ASP). ASP has established stringent standards for its members. ASP wants to make sure that the shareware principle works for you. If you are unable to resolve a problem with an ASP member (other than technical support), ASP may be able to help. Please write to the ASP Ombudsman at 545 Grover Road, Muskegon, MI 49442-9427, FAX: 616-788-2765 or send a CompuServe message via easyplex to ASP Ombudsman 70007,3536

INSTALLING *WinGRAB* At-A-Glance

Installing **Shareware Vendor** copies of *WinGRAB* requires this simple step:

Step 1

Run the INSTALL program to unpack the *WinGRAB* programs to your disk.

Installing **Shareware BBS** copies of *WinGRAB* requires these simple steps:

Step 1

Create a directory called GRABPLUS.

Step 2

Unzip the ZIP files into the GRABPLUS directory.

Step 3

Add WINGGRAB.EXE and WINGDB.EXE to your program group.

That's it! You are ready to use *WinGRAB*!

The First Time You Use *WinGRAB*

Select a style sheet to configure *WinGRAB* to the printer you will be using.

Later

You can change the configuration of *WinGRAB* at any time later if you wish.
It's that easy.

INSTALLING *WinGRAB*

Shareware Vendor Disk Set:

Step 1 - Run The Install Program

Before you can use *WinGRAB*, you have to run the install program so it will work properly on your computer.

You cannot just copy the files on the distribution disks to your hard disk. The files on the distribution disk are packed in a special way to save space. The install program unpacks those files and builds them on your working disk.

Have Windows running with the Program Manager as the active window.

Place the *WinGRAB* disk in your floppy drive.

In Program Manager's menu bar, click "File" - "Run" to open the "Run" dialog box. In the edit box, type the letter of your floppy drive the *WinGRAB* disk is in, A (or B), followed by a colon (:), a backslash (\), then INSTALL:

A:\INSTALL (or B:\INSTALL)

Click "OK". The *WinGRAB* installation program will do several things that are necessary for proper operation of the program:

- It will ask you for the hard disk drive designation on which to install *WinGRAB*.

- It will create a directory named "\GRABPLUS" on your hard disk.

- It will unpack the necessary files and place them onto your \GRABPLUS directory.

- It will notify you when the installation is completed.

- When it is finished, you will need to select a style sheet to tell *WinGRAB* what printer you are using. You must do this before you run the envelope addressor for the first time.) You can customize other parts of it now or at any later time.

BBS Distribution Files:

Step 1 - Create A Directory Called GRABPLUS

You may create the directory at the DOS prompt or by using the program manager in Windows. We suggest using the default directory name of GRABPLUS. Refer to your DOS manual or Windows manual for creating directories if you're not familiar with the procedure.

Step 2 - Unzip The ZIP Files

You will need either the PKUNZIP.EXE program or one of the other available programs created to unzip PKZIP zipped files. You should unzip the *WinGRAB* distribution ZIP files into the GRABPLUS directory that you created in step one.

Step 3 - Add *WinGRAB* and *WinGDB* To A Program Group

Next you will add *WinGRAB* and *WinGDB* to one of your program groups.

Using *WinGRAB* "At-A-Glance"

Using *WinGRAB* For The First Time

- Select a STYLE SHEET *
- Load A Style Sheet For Your Printer Type
- Enter Your Return Addresses
- Save The Style Sheet
- Save The Style Sheet Defaults Into *WinGRAB* **

Setting Up *WinGRAB* For Printing

- Select Options To Be Enabled or Disabled
- Return Address
- Alternate Return Address
- Comment Line

* *You must select a style sheet and make it the default for WinGRAB to operate properly.*

** *Save with a unique file name to prevent the style sheet from being overwritten with future program upgrades.*

Using WinGRAB For The First Time

Note: The shareware evaluation copy has all of the features explained in brief in the help files. This file should get you started with the applications. However, registration of this package brings a full 144 page, illustrated, perfect bound manual with the latest version program disks. Many things will be easier to understand with this manual.

Select a STYLE SHEET For Your Printer Type

IMPORTANT!

You must select a style sheet and make it the default for WinGRAB to operate properly.

TIP Remember, you can change this default style sheet configuration anytime later to further customize WinGRAB to your preferences.

1. Make **WinGRAB** the active window.
2. Select "File" from the menu bar.
3. Select "Load Style Sheet" from the "File" pull-down menu.

A pick list of style sheets will be displayed. Select the style sheet that corresponds to your printer. (You can refer to Page 11 for a list of style sheets, with their descriptions, that are included with WinGRAB.) If you will *not* be printing a return address on your envelopes (such as with envelopes pre-printed with a return address), skip to step 8. (You can enter return addresses to WinGRAB at any time later.)

4. Select "Configuration" from the menu bar.
5. Select "Return Address Setup" from the "Configuration" pull-down menu.
6. Enter your primary return address under the "Primary Return" heading.

Press "Tab" to move down to the next entry row of the column. "Shift-Tab" reverses the direction. Press "Alt"+ the underlined character in the heading to move to the column under the heading.

If you want, enter an alternate return address under the "Alternate Return" heading.

Click the "OK" button to return to the WinGRAB screen.

7. Select "File" again from the menu bar.
8. Select "Save Style Sheet" from the "File" pull-down menu.

Save your entries if these are the ones you want to use for your style sheet. You may save a style sheet using the same name as it was when you loaded it, or you can change the name if you desire.

TIP Your current "Toggle" selections will be the default when you save this style sheet.

The configuration saved in the style sheet should also be saved as the default style sheet for *WinGRAB*.

TIP Save with a unique file name to prevent the style sheet from being overwritten with future program upgrades.

9. Select "Save Defaults into *WinGRAB*" from the "File" pull-down menu.

Use this selection to save your preferences as the default *WinGRAB* program file. This method will allow you to print an envelope without having to read in a style sheet first. Now, when *WinGRAB* opens, it automatically uses the configuration you selected as the default.

***WinGRAB* Is Now Ready To Set Up For Printing**

TIP For speed, after using *WinGRAB* or *WinGDB*, you can use shortcut keys "Alt-M" to *minimize* the application to an icon and return control to your word processor. This will effectively reduce the load time of *WinGRAB* or *WinGDB* when the macro calls them for the next use. The only time that you might not want to minimize *WinGRAB* is if you use the "Quick Print" feature, since it must be started from a closed application. If you want to use this feature, use the shortcut keys "Alt-X" to close *WinGRAB* and return control to your word processor.

Setting Up *WinGRAB* For Printing

Select Options to be Enabled or Disabled

1. Make *WinGRAB* the Active Window.

2. Return Address

The *WinGRAB* screen automatically displays your return address at the upper left (if you had previously entered one in the configuration program). If you had entered a primary and an alternate return address, the primary address will be displayed.

Below the envelope outline is a selection box for "Return Address?". Even though a return address is shown in the envelope display, you can select whether you want it to be printed or not, using the mouse, menu bar, or keyboard.

Using The Mouse

Select the box to have an "x" in it if you want the return address printed. (Each time you select it, it reverses the condition, from "x" to blank, to "x", and so on.)

Select the box to be blank if you do not want the return address printed.

Using The Menu Bar

From the menu bar, select "Toggles" and then select "Print Return Address". Each time you select it, it reverses the condition in the "Return Address?" selection box from "x" to blank, to "x", and so on.

Using The Keyboard

Press "Alt-R". Each time you press "Alt-R", it reverses the condition, from "x" to blank, to "x", and so on.

3. Alternate Return Address

If you want to toggle your alternate return address to be displayed for printing, you can do it in either of these ways:

Using The Menu Bar

From the menu bar select "Toggles" and then select "Alternate Address". (Select "Primary Address" to re-display the Primary Address.)

Using The Keyboard

Press "Alt-A" to display the "Alternate Address". (Press "Alt-P" to re-display the "Primary Address".)

4. Comment Line

Below the envelope outline is a selection box for "Comment Line?". Even though a comment line is shown in the envelope display, you can select whether you want it to be printed or not, using the mouse, menu bar, or keyboard.

TIP If you save the defaults while a comment line is selected and turned on, the comment line will be

printed by the "Quick Print" method as well.

Using The Mouse

Select the box to have an "x" in it if you want the comment line printed. (Each time you select it, it reverses the condition, from "x" to blank, to "x", and so on.)

Select the box to be blank if you do not want the comment line printed.

Using The Menu Bar

From the menu bar, select "Toggles" and then select "Print Comment Toggle". Each time you select it, it reverses the condition, from "x" to blank, to "x", and so on.

Using The Keyboard

Press "Alt-L". Each time you press "Alt-L", it reverses the condition, from "x" to blank, to "x", and so on.

TIP Remember, your current "Toggle" selections will be the default when you "Save Defaults into WinGRAB"

Style Sheets Included With WinGRAB

BDT310.STL	<i>DeskJet</i> printer with BDT envelope feeder.
BDTHP2.STL	<i>LaserJet II</i> printer with BDT envelope feeder.
BDTHP3.STL	<i>LaserJet III</i> printer with BDT envelope printer.
BDTIBM.STL	IBM 4019 printer with BDT envelope feeder.
CANON.STL	Canon laser printer - business size envelopes.
CD-LARGE.STL	Cordata printer - business size envelopes.
CD-SMALL.STL	Cordata printer - personal size envelopes.
DEFAULT.STL	Generic printer - use to build a new customized style sheet.
DJ-550C.STL	<i>DeskJet 550C</i> printer.
DJ-LG.STL	HP <i>DeskJet</i> printer - Business size envelopes.
DJ-SM.STL	HP <i>DeskJet</i> printer - Personal size envelopes.
ESF-DJ.STL	HP <i>DeskJet</i> printer - with Elfring Soft Fonts sample logo.
ESF-LJ2.STL	HP <i>LaserJet II</i> or <i>III</i> printer - with Elfring Soft Fonts sample logo.
IBM4019.STL	IBM laser printer Model 4019 (in the IBM "native" mode).
IBMTRAY.STL	IBM printer with envelope tray option.
LABELS.STL	Impact printers - labels from "one-up" stock.
LJ4-LG.STL	<i>LaserJet 4</i> printer.
LJ-OLD-L.STL	Original HP <i>LaserJet</i> printer - Business size envelopes.
LJ-OLD-S.STL	Original HP <i>LaserJet</i> printer - Personal size envelopes.
LJII-LG.STL	HP <i>LaserJet II</i> printers - Business size envelopes.
LJII-SM.STL	HP <i>LaserJet II</i> printers - Personal size envelopes.
LJIIP-LG.STL	HP <i>LaserJet IIP</i> printer - Business size envelopes.
LJIIP-SM.STL	HP <i>LaserJet IIP</i> printer - Personal size envelopes.
LJIII-SM.STL	HP <i>LaserJet III</i> printer - Personal size envelopes.
LJIII-LG.STL	HP <i>LaserJet III</i> printer - Business size envelopes.
LJIIP-SM.STL	HP <i>LaserJet IIP</i> printer - Personal size envelopes.

LJIIIP-LG.STL	HP <i>LaserJet IIIIP</i> printer - Business size envelopes.
LOGO-DJ.STL	HP <i>DeskJet</i> printer with Elfring Soft Fonts sample graphic logo.
LOGO-LJ2.STL	HP <i>LaserJet II</i> or <i>III</i> printer - Business size envelopes. Use this to print Elfring Soft Font sample graphic logos, as well as their soft fonts.
LOGODEMO.STL	HP <i>LaserJet II</i> or <i>III</i> printer - with TaxWare's demonstration sample logo.
* PLAIN-L.STL	Most non-laser printers - Business size envelopes.
* PLAIN-S.STL	Most non-laser printers - Personal size envelopes.
PS-LARGE.STL	<i>PostScript</i> printers - Business size envelopes.
PS-LJ-LG.STL	HP <i>LaserJet II</i> or <i>III</i> laser printer using a Hewlett Packard <i>PostScript</i> cartridge.
PS-LJIIIP.STL	HP <i>LaserJet IIP</i> or <i>IIIP</i> laser printer using a Hewlett Packard <i>PostScript</i> cartridge.
PS-SMALL.STL	<i>PostScript</i> printers - Personal size envelopes.
TRAY-II.STL	For the optional mechanical envelope feed tray for HP <i>LaserJet</i> printers - Business size envelopes.
TRAY-III.STL	For the optional electric powered envelope feed tray for HP <i>LaserJet</i> printers - Business size envelopes.

* These "plain" styles have the postal bar code feature disabled. Bar codes can print unintelligibly if you use these styles with a non-Epson compatible printer.