Contents

Copyright, Registration, Technical Support, User Guide

This system was developed by Informatik Inc, P.O. Box 868, Devon, Pennsylvania 19333.   For information on program modifications, systems integrations and custom applications, please contact Informatik Inc.

This is a copyright-protected shareware product.   If, after review and evaluation, you like the software, please register and pay the U.S. $29.00 registration fee plus $3.50 shipping and handling. Upon registration and payment of the registration fee, Informatik Inc will send you the latest diskette, a printed User Guide and a registration certificate.   Registered users will be entitled to technical support and free software upgrades for two years.   Shareware is based on trust, and we hope that all users will register.

To register

From the About menu, choose Registration, Copyright and follow the instructions.

To obtain technical support

From the Help menu, choose Technical Support and follow the instructions.

Import Data

To import data from a disk file

1. Make sure that you are in the Data Sheet window.

2. From the File menu, choose Open.   The Open File dialog box appears.

3. Select the file you want to open.

4. Choose OK.

To import data from a spread sheet (via Windows Clipboard)

1. In the spreadsheet application, highlight the cells that you want to transfer.   You can transfer up to 9 columns and 13 rows (including the heading).   From the Edit menu, choose Copy.

2. Return to the Bubble Chart program.

3   Make sure that you are in the Data Sheet window.

4. From the File menu, choose Import from Clipboard.

What is a Bubble Chart?

The Bubble Chart compares the **growth rate**, the **market share** and the **volume** between several companies over a period of time.   The animation of the chart dramatizes the development of the statistics.

The system allows up to nine (9) company objects and twelve (12) periods.

Each company is represented by a color coded bubble.   The horizontal position of the bubble indicates the relative market share.   The vertical position signifies the growth rate.   The size (area) of the bubble shows the relative volume.

The characteristics of a vigorous company are a high growth rate and a high market share.   This company will move towards the upper right corner; less favorable companies will be positioned in the lower left corner.

The scale value on the Y-axis of the chart (vertical growth scale) is indicated by the center of the bubble.

If a bubble is hidden behind another object or to view the underlying data, click the legend box at the top of the screen.

Data Sheet

Data Entry

The data is entered in the Data Sheet window.   The top row of the grid is reserved for the description, for example, the company name.   Rows 2 - 13 are data cells and accept numeric values only.

The data can be entered in one of three ways:

1.   Direct keyboard entry.
2.   Import from a disk file.   The data format must be 'tab separated'.
3.   Copy from a spreadsheet (via Windows Clipboard).

To navigate the screen

1.   Click a cell.   The cell becomes active and is highlighted in blue.
2.   Press the Enter key to move to the next cell.
3.   Press the down or up   arrow key to move to the next lower or higher cell.

To open a file (import)

From the File menu, choose Open.   Specify the file name and choose OK.

To save a file

From the File menu, choose File As.   Type the file name (extension is optional) and choose OK.

To import data from a spreadsheet.

In the spreadsheet application, highlight the cells that you want to transfer.   From the Edit menu of the spreadsheet application, choose Copy.   Return to the Bubble Chart application.   In the File menu of the Data Sheet window, choose Import from Clipboard.   See also Import Data

To clear the screen

Press the Clear Screen button.

To remove a row

Select the row (click any cell in the row) and press the Remove Row.   Confirm.

To insert a row

Select the row (click any cell in the row) where you want to insert the new row and press the Insert Row button.

To rotate columns (move columns)

Select the group of columns within which you want to rotate the values (at least two columns) and press the Rotate Col button.   Each time you press the button, the columns rotate by one step.

Exit

To exit system

From the File menu, choose Exit System, or press the Close button.

Getting Started, Tutorial

Basics

Before you can display the chart, you must enter the data in the Data Sheet window.   The Data Sheet allows for up to nine (9) data sets.   Each set can have up to twelve values plus a description.

A data set typically represents the sales volume of an operating unit, or a competitor, for a number of time periods.

The data can be entered in one of three ways:

1. Direct keyboard entry.
2. Import from a disk file.
3. Copy from a spreadsheet (via Windows Clipboard).

You can navigate the Data Sheet screen in one of the following ways.

1. Click a cell.
2. Press the Enter key to move to the next cell.
3. Press the down or up   arrow key to move to the next lower or higher cell.

Quick Tutorial

1. If you are not already in the Data Sheet window, press the Data button.   The Data Sheet window appears.

2. From the Help menu, choose Sample.   The data grid is filled with a sample database.   To create your own grid, follow steps 3 to 7 below.

3. Click the first cell (top row, first white column).   Enter XYZ Company.   Notice that the typing is actually done in a edit box at the top of the screen.

4. Press the Down Arrow key (or click the first cell in the second row).   Enter an amount, for example 10000.

5. Press the Down Arrow key.   Enter the amount for the next period.   Let's say 15000.

6. Repeat the above step several times.   You can enter up to 12 amounts.

7. Click the top cell in the second column.   Enter another company name, e.g. 'ABC Co'.   Type in the amounts in the cells below.

8. To edit a field, simply click the cell and type the changes.

9. We want to save the data.   From the File menu, choose Save As.   In the File dialog box, specify the file name (and directory).   Type in TEST.   The extension name is not required. Then choose OK.

10. We can now display the chart.   Choose the Run button.   If you want to run the display 'step-by-step', check the Step-by-Step box.

11. The system plays the chart.   Review it.   If an object is hidden from view, or if you wish to see the **underlying data**, click the legend box at the top of the screen, or click the sphere.

12. If you have a color printer, you can print the chart.   From the File menu, choose Print Chart.

13. We want to make some changes to the data.   Choose the Data button.   The Data Sheet appears.

14 To remove a row,   select the row (click any cell in that row) and choose the Remove Row button.

15. To insert a new row, select the row (click any cell in that row) where you want to insert the new row and choose Insert Row.

16. Let's clear the screen.   Press the Clear button.   The screen is cleared.

17. We saved the original data.   Let's retrieve it.   From the File menu, choose Open.   In the dialog box, select the 'Test.txt'   file.   Choose OK.   The original data is re-displayed.

18. To animate only a section of the database, highlight the cells that you want included(at least two rows).   The description row need not be highlighted.   You can rotate (rearrange) the columns by pressing the Rotate button.

End of Tutorial.