

PC BINDERY

USER MANUAL

V2.3

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Overview:

PC BINDERY is a utility that creates a four sided, half-page sized booklet from an easily created word-processor printer file. It makes it much easier to produce cheap, yet still professional looking documentation. This instruction booklet is a simple demonstration of PC BINDERY's abilities, but you are limited only by your creative powers with a word processor. This could include graphics, charts, tables, etc. PC BINDERY uses the Hewlett-Packard LaserJet family of printers, and compatibles, allowing for crisp, clean output on almost any laser printer.

Creating a booklet is a three-step process. First, you create the document so it prints on the left half of every page. Then you "print" it to a disk file. Finally, you run PC BINDERY. PC BINDERY reads your printer file and outputs it to printer or another set of print files, making two changes along the way. First, it shifts every odd page to the right (usually 5.5"). Second, it prints the pages out in a different order, combining two original pages per side, four per sheet, so you end up with a booklet ready for binding.

Getting Started:

To print out your own booklet, load up your favorite word-processor. Enter the page setup mode, and set it for landscape printing, with a right margin of at least 5.5", and a page size of at least 8.5"x 11". (Can be set bigger for longer paper sizes) Create the text for

your document within your word-processor, using the format you just set up, or load in a pre-existing document and change its form to fit within PC BINDERY's specifications. When you are ready to print the document, print it to disk as a printer file. This is so PC BINDERY can interpret the data being sent to your printer in a meaningful way, and set up the pages in the correct order. Now, exit the word-processor, and run PC BINDERY from the DOS prompt. If you like, run it with no parameters, and the program will ask you the things it needs to know in this order:

INPUT FILENAME: The name of the file you created with the word-processor and printed to disk.

DO YOU WISH TO PRINT TO TWO FILES: If you are printing your document directly to the printer, answer no. If you want to print the booklet out to two files on a disk to be printed later, answer yes. (One file for the front-side of the booklet, one for the back side).

(If you answered no to the two files question) OUTPUT DEVICE: The name of the port you printer is connected to (LPT1, PRN, whatever) or a filename to dump the entire booklet to. (This serves almost no purpose, unless you own a duplex printer)

(If you answered no to the two files question) NUMBER OF COPIES: The number of times that you want the booklet to be printed. (This option will print all of the front sides, then all of the back sides, so all you have to do

is separate the booklets at the end of the printing process.)

(If you answered yes to the two files question) FIRST OUTPUT FILENAME: The name of the file that you want the front sides of the booklet's pages printed to.

(If you answered yes to the two files question) SECOND OUTPUT FILENAME. The name of the file that you want the back sides of the booklet's pages printed to.

FACEUP OR FACEDOWN OUTPUT: If your printer has a face-down output tray, (usually on the top of the printer) press 'D'. If your printer has only a face up output tray, press 'U'.

After all this information has been entered, the program will enter the 'Scan Phase'. During the scan phase, the program goes through and finds all the page breaks in the document.

Next, the program will enter the 'Preprint Phase', where it downloads all soft fonts that were used in the original document to the printer.

Finally, the program will enter the 'Print Phase', where it prints the booklet to its final destination, be it diskette or printer.

If you were printing the booklet to a printer, the program will stop in the middle and ask you to reload the paper into the paper tray, and press <RETURN> when done. Go to the printer, and remove the paper from the output tray. Put the paper back into the paper tray in such a way that the top of your

booklet is on the left-hand side of the printer, and that the printed side is facing down. Reload the paper tray into the printer, and press <RETURN> on the computer. The program will finish printing the booklets.

If you were printing the booklet to disk, the program will still run itself through the phases described above, but it will not stop in the middle, and instead, prints the booklet out to two files.

When the program is finished, you can remove the pages from the printer, fold and staple them, or cut and bind them, depending on your resources, and the size of your booklet. Folding and stapling are adequate for small booklets. (Up to 20 pages) Bigger than that usually means you need to cut and bind the pages, or send them to a print shop.

#### Other Information:

PC BINDERY may be run from the command-line for slightly faster execution, using the following format:  
PCBIND <infile><outfile>[<outfile2>]  
[/C(# copies)][/S(Shift in ")]  
[/FU(Face up output)][/FD(Face down output)]

Where <infile> is the file from the word-processor, <outfile> is the device or file to print to, (or the file to print page-fronts to when using two output files instead of a printer) [<outfile2>] is the optional file to print page backs to when printing to two files, [/C(# Copies)] is the parameter for how many copies of the booklet you

want, [/S(Shift in ")] is half the length of your page in inches, (Default is 5.5 inches, change it to 7 inches for legal paper) [/FU(Face up output)] is for printers without a face-down output tray, and [/FD(Face down output)] is for normal printers with an output tray on the top that outputs face down. (The program will ask if you don't specify.)

In case you missed the other notices, PC BINDERY is a shareware program that must be registered if you use it! (It can't be put to really serious use with a 12 page maximum anyway.) Registered users will receive a fully operational version of PC BINDERY, where the number of pages is limited only by available memory.

To Register:

Print out the file REGISTER.FRM, included in this archive, by typing at the DOS prompt: COPY /B REGISTER.FRM <printer>, where <printer> is the name of your printer port. Fill it out, enclose the \$12(US) registration fee, and send it to:

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