Using Install Help

Understand how to use online Help and print Help topics.

System Requirements

Understand the hardware, system software, memory, and disk space requirements for using Ami Pro.

Installing Ami Pro

Understand how to install Ami Pro and which options to choose if you are upgrading from a prior release.

Specifying User Information

Type the company name and your name and initials.

Using the Main Menu

Install Ami Pro on a stand-alone computer or a network server, or view information about new features.

Choosing the Type of Installation

Choose Complete, Laptop, Custom, or Options as the type of installation.

Choosing Windows or NewWave

Choose to install Ami Pro for Windows or Ami Pro for Hewlett-Packard NewWave.

Specifying the Program Directory

Specify the drive and directory where you want to install Ami Pro.

Specifying Installation Options

Specify the drive and directory where you want to install Ami Pro and select the features you want to install.

Installing Ami Pro on a Network

Understand how to install Ami Pro on a network.

Specifying a Node Directory

Specify the network drive and directory where you want to copy node-related files including NODE.EXE, a utility that automates setting up user nodes.

Completing the Network Server Installation

Specify the network drive and directory for the licenser utility and set the number of Ami Pro concurrent users. Specify whether local directories for Ami Pro macros, documents, and style sheets are permissible and the drives and directories for those files.

Setting Up User Nodes

Use NODE.EXE to automate the process of setting up user nodes. Understand how users can access the QuickStart Tutorial and the WordPerfect SwitchKit.

Using Ami Pro on a Network

Share files among multiple users on a network.

Installing Adobe Type Manager on a Network

Understand how to install Adobe Type Manager on a network.

Overwriting Existing Paths

Specify the directories where you want to install Ami Pro style sheets, documents, and macros.

Selecting Text Import and Export Filters

Select the text import and export filters you want to install.

Selecting Graphics Import Filters

Select the graphics import filters you want to install.

Installing the WordPerfect SwitchKit

Choose to install the WordPerfect SwitchKit.

Completing the Installation

Exit the Install program and start Ami Pro for Windows.

Specifying the NewWave Path

Specify the drive and directory for the NewWave initialization file.

Completing the Installation for NewWave

Create an Ami Pro object and start Ami Pro for NewWave.

Converting Ami Pro Objects to Windows Files

Convert existing Ami Pro objects to Windows-compatible files.

Converting Ami Pro NewWave Aware Objects to Ami Pro Bridged Objects

Convert existing Ami Pro NewWave Aware objects to Ami Pro Bridged objects.

The Install program provides onscreen Help.

To use Install Help

1. Choose the Help command button in a dialog box.

Keyboard: Press F1.

2. In the Help window, choose the desired Help button to display another Help topic.

Contents

Displays the Installation Help Contents topic, from which you can gain access to other Install Help topics.

Keyboard: Press HOME.

Back

Displays the last Help topic you viewed. You can move back through each topic, one at a time. When you are at the first topic you viewed, the button is dimmed.

Keyboard: Press BACKSPACE.

History

Displays a list of the previous Help topics you viewed. You can choose any topic in the list to display that topic.

Browse

Displays the previous or next Help topic in a series of related topics. When you are at the first or last topic in a series, the button is dimmed. If the topic is not a part of a series, the buttons do not display.

There are three browse sequences in the Install Help: Ami Pro, Ami Pro on a Network, and Ami Pro in a NewWave environment.

Keyboard: Press \leftarrow to display the previous Help topic. Press \rightarrow to display the next Help topic.

3. Choose File/Exit to close the Help window and return to the dialog box.

Keyboard: Press ESC.

To print Install Help

You can print any Help topic by choosing File/Print Topic in the Help window.

The Install program sends the current Help topic to the default printer.

See also:

Installation Help Contents
Installing Ami Pro
Installing Ami Pro on a Network
Choosing Windows or NewWave
Specifying the NewWave Path

This topic describes the hardware, system software, memory, and disk space requirements for using Ami Pro on a stand-alone computer or on a network.

Hardware

Ami Pro requires the following hardware:

- An 80386 or higher computer certified for use with Microsoft® Windows Version 3.x
- An EGA, VGA, Super VGA, or Hercules® graphics card compatible with Microsoft Windows Version 3.x
- A Microsoft Windows-compatible mouse, recommended but not required
- One 1.2MB 5.25" disk drive or one 1.44MB 3.5" disk drive.

System software

You must have Microsoft Windows Version 3.x or higher and DOS Version 3.1 or higher installed on your computer to use Ami Pro.

Memory

Ami Pro requires a minimum of 2MB of RAM.

Ami Pro does not operate in Windows real mode.

Disk space

Ami Pro requires a minimum of 5MB of available hard disk space.

Depending upon the options you choose to install, you may need up to 15MB of available hard disk space. An additional 3MB is recommended for the temporary files Ami Pro creates.

See also:

Installation Help Contents
Installing Ami Pro
Installing Ami Pro on a Network
Using the Main Menu

The Install program prompts you for certain types of information. You will need to specify:

- Whether you want to install Ami Pro on a stand-alone computer or a network server
- The type of installation you want to perform -- Complete, Laptop, Custom, or Options
- Whether you want to install Ami Pro for Windows or Ami Pro for NewWave
- The drive and directory where you want to install Ami Pro

To install over a prior release

If you have a prior release of Ami Pro on this computer, you should install over it. You do not need to delete any files before you start the installation, nor does the Install program delete any files. However, you must have read-write access to the AMIPRO directory and its subdirectories.

In the Install Choices dialog box, choose either Complete Ami Pro Install or Custom Ami Pro Install. When prompted, specify the same drive and directory as the prior release. When prompted, specify the same drive and directory as the prior release.

If you choose Custom, you can select the features that should be installed and control the amount of disk space that Ami Pro requires.

Once you install Ami Pro Release 3.0, you will no longer be able to run the previous release.

See also:

Installation Help Contents
Specifying User Information
Using the Main Menu
Choosing the Type of Installation
Choosing Windows or NewWave
Specifying the Program Directory
Installing Ami Pro on a Network
Using Install Help

The Install program prompts you for the company name and your name and initials.

To specify user information

1. Type your company name.

The Company Name dialog box only displays the first time you use the Program disks. You must type something in the text box to continue the installation.

The name you type will appear in the About Ami Pro dialog box after you load Ami Pro.

- 2. Choose OK.
- 3. Type your name and initials.

The Name and Initials dialog box only displays if you have not previously specified your name and initials in the Ami Pro User Setup or during an Ami Pro installation.

The Install program automatically places the first character of each word you type in the Initials text box, and saves up to a maximum of 5 characters. You can edit the initials.

The name and initials you type will appear in the User Setup dialog box after you load Ami Pro.

4. Choose OK.

The Install program displays the Main Menu dialog box.

See also:

Installation Help Contents Using the Main Menu You can install Ami Pro on your stand-alone computer or on a network server. If you are upgrading from a previous release of Ami Pro, you can view information about the new features.

For Upgraders

If you have a prior release of Ami Pro on this computer, you should install over it. You do not need to delete any files before you start the installation, nor does the Install program delete any files. However, you must have read-write access to the AMIPRO directory and its subdirectories.

When prompted, choose either Complete Ami Pro Install or Custom Ami Pro Install and specify the same drive and directory as the prior release. The Install program copies the program files to the drive and directory you specify, and prompts you to specify where you want to install style sheets, documents, and macros.

Once you install Ami Pro Release 3.0, you will no longer be able to run the previous release.

To use the Main Menu

Click the desired icon or press ENTER when the icon is selected.

Install Ami Pro

Installs Ami Pro to the hard disk on a stand-alone computer.

Install Ami Pro as server

Installs Ami Pro on a network server.

View What's New in 3.0

Displays information about the new features in Ami Pro Release 3.0.

See also:

Installation Help Contents
Installing Ami Pro on a Network
Choosing the Type of Installation
Overwriting Existing Paths
Choosing Windows or NewWave

You can choose the type of installation you want to perform. The type of installation determines the Ami Pro features you can use.

For Upgraders

If you have a prior release of Ami Pro on this computer, you should install over it. You do not need to delete any files before you start the installation, nor does the Install program delete any files. However, you must have read-write access to the AMIPRO directory and its subdirectories.

Choose Complete Ami Pro Install or Custom Ami Pro Install and specify the same drive and directory as the prior release when prompted. The Install program copies the program files to the drive and directory you specify, and prompts you to specify where you want to install style sheets, documents, and macros. Once you install Ami Pro Release 3.0, you will no longer be able to run the previous release.

To choose the type of installation

Click the desired icon or press ENTER when the icon is selected.

Complete Ami Pro Install

Choose Complete if you have sufficient available hard disk space and you want to use all Ami Profeatures.

You can specify the drive and directory where you want to install Ami Pro in the Specifying the Program Directory dialog box.

If you are using Windows 3.0, you must install Adobe Type Manager to use the Equations Editor.

Laptop Ami Pro Install

Choose Laptop if you are using a laptop computer or if you want Ami Pro to take up less than 5MB of disk space.

The Install program installs the basic word processing features, including the Spell Checker. However, you can select additional options in the Specifying Options and Directories dialog box.

Custom Ami Pro Install

Choose Custom if you do not have sufficient available hard disk space or you want to select the features that should be installed.

You can select the desired options in the Specifying Options and Directories dialog box.

Options Install

Choose Options if you previously installed Ami Pro Release 3.0 but you omitted certain features. You can select just the desired options without reinstalling the entire application.

DO NOT select Options if this is the first time you are installing Ami Pro Release 3.0.

See also:

Installation Help Contents
Specifying the Program Directory
Specifying Installation Options
Overwriting Existing Paths
Choosing Windows or NewWave

You can install Ami Pro as a Windows application or as a Hewlett-Packard NewWave Aware application.

To choose the type of application

Click the desired icon or press ENTER when the icon is selected.

Windows

Choose Windows if you are using Windows or if you are using Hewlett-Packard NewWave 4.x and you want Ami Pro to be an Object type.

NewWave

Choose NewWave if you are using Hewlett-Packard NewWave and you want Ami Pro to be a NewWave Aware application.

The QuickStart Tutorial is not available for NewWave users.

If NewWave is not yet installed, choose Main Menu and Exit Install, install NewWave, and then start the Ami Pro installation again.

See also:

Installation Help Contents
Specifying the NewWave Path
Specifying the Program Directory

You can specify the drive and directory where you want to install Ami Pro.

The Install program displays the amount of disk space required and the space available. If you do not have sufficient available hard disk space, you can choose Main Menu, choose Install Ami Pro, and then choose Custom Ami Pro Install, or you can exit the Install program and create additional space by deleting unnecessary files.

For Upgraders

If you have a prior release of Ami Pro on this computer, you should install over it. You do not need to delete any files before you start the installation, nor does the Install program delete any files. However, you must have read-write access to the AMIPRO directory and its subdirectories.

Specify the same drive and directory as the prior release. The disk space information displayed in the dialog box will not be accurate, since the Install program copies files over existing files rather than installing files for the first time.

The Install program copies the program files to the drive and directory you specify, and prompts you to specify where you want to install style sheets, documents, and macros.

Once you install Ami Pro Release 3.0, you will no longer be able to run the previous release.

To specify the program directory

- 1. Specify the complete path to the directory where you want to install Ami Pro. The Install program displays C:\AMIPRO as the default drive and directory.
- 2. Choose OK.

The Install program installs Ami Pro in the drive and directory you specified.

See also:

Installation Help Contents
Overwriting Existing Paths
Completing the Installation

If you chose the Laptop, Custom, or Options Install, you can specify the drive and directory where you want to install Ami Pro and select the features you want to install.

As you select the options, the Install program displays the amount of disk space required for each option and adds or subtracts that requirement from the Total space needed.

For Upgraders

If you have a prior release of Ami Pro on this computer, you should install over it. You do not need to delete any files before you start the installation, nor does the Install program delete any files. However, you must have read-write access to the AMIPRO directory and its subdirectories.

Specify the same drive and directory as the prior release. The disk space information displayed in the dialog box will not be accurate, since the Install program copies files over existing files rather than installing files for the first time.

The Install program copies the program files to the drive and directory you specify, and prompts you to specify where you want to install style sheets, documents, and macros.

Once you install Ami Pro Release 3.0, you will no longer be able to run the previous release.

To specify installation options

- 1. Specify the complete path to the directory where you want to install Ami Pro.
- 2. Select the desired options.

Ami Pro Basics

Installs the basic program files into the AMIPRO directory or into the directory you specified.

QuickStart Tutorial

Installs the tutorial files into the AMIPRO directory or into the directory you specified.

The first time you load Ami Pro, the QuickStart Tutorial runs automatically. After that, you can access the tutorial by choosing Help/QuickStart Tutorial.

Drawing

Installs the Drawing program files into the AMIPRO directory or into the directory you specified.

Charting

Installs the Charting program files into the AMIPRO directory or into the directory you specified.

Image Processing

Installs the Image Processing program files into the AMIPRO directory or into the directory you specified.

Equation Editor

Installs the Equation Editor program files into the AMIPRO directory or into the directory you specified.

If you are using Windows 3.0, you must install Adobe Type Manager to use the Equations Editor. If you are using Windows 3.1, you do not need to install ATM. Ami Pro uses the True Type fonts provided with Windows.

Thesaurus

Installs the Thesaurus program files into the AMIPRO directory or into the directory you specified.

Grammar Checker

Installs the Grammar Checker program files into the AMIPRO directory or into the directory you specified.

Spell Checker

Installs the dictionary files into the AMIPRO directory or into the directory you specified.

Text import and export filters

Installs text import and export filters into the AMIPRO directory or into the directory you specified.

You can select the desired filters in the File Import and Export Filters dialog box.

Graphic import filters

Installs graphic import filters into the AMIPRO directory or into the directory you specified.

You can select the desired filters in the Graphics File Import Filters dialog box.

Macro Documentation

Installs the online macro language documentation into the AMIPRO directory or into the directory you specified.

Dialog Editor

Installs the Dialog Editor program files into the AMIPRO directory or into the directory you specified.

The Dialog Editor enables you to create your own dialog boxes and use them in Ami Pro macros.

Sample Macros

Installs sample macros into a MACROS directory under the AMIPRO directory or under the directory you specified.

You can learn about the macros by opening GOODIES.SAM after you load Ami Pro.

Style Sheets/Sample Documents

Installs Ami Pro style sheets into a STYLES directory under the AMIPRO directory or under the directory you specified. The Install program also installs several sample documents into a DOCS directory under the AMIPRO directory or under the directory you specified.

The Install program automatically creates a STYLES directory and installs four style sheets (_DEFAULT.STY, _INDEX.STY, _OUTLINE.STY, _TOC.STY) even if you do not select the Style Sheets option.

Clip Art

Installs over 100 sample AmiDraw files into a DRAWSYM directory under the AMIPRO directory or under the directory you specified.

If you modified any clip art files provided with a prior release of Ami Pro and saved the changes to the original files, the Install program overwrites them. You can choose Main Menu, choose Exit Install, copy the modified clip art files to another directory, and then start the Ami Pro installation again.

Help

Installs online Help files into the AMIPRO directory or into the directory you specified.

The Install program does not install any Help files unless you select the Help option.

ATM

Installs Adobe Type Manager into the ATM directory or into the directory specified in a prior installation of ATM.

If you are using Windows 3.1, you can install style sheets that use Adobe Type Manager fonts by choosing Custom Ami Pro Install and selecting both the Style Sheets/Sample Documents and ATM options. Otherwise, the Install program installs style sheets that use TrueType fonts.

3. Choose OK.

The Install program copies the program files to the drive and directory you specified and installs the options you selected.

See also:

Installation Help Contents
Selecting Text Import and Export Filters
Selecting Graphics Import Filters.
Overwriting Existing Paths

You can install and run Ami Pro on a Local Area Network (LAN). Ami Pro must be installed on networks that are compatible with Microsoft Windows Version 3.x.

To install Ami Pro on a network, log in as the network supervisor before you begin the installation and make sure you have read-write access to the WINHELP.EXE and WINHELP.HLP files in the WINDOWS directory.

When prompted, choose Install Ami Pro as server, choose Complete Ami Pro Install, and specify the network drive and directory where you want to install Ami Pro. You must also specify a NODE directory so that the Install program can install node-related files on the server.

As part of the network server installation, you can specify the number of licenses you have for Ami Pro. For information, choose the Help command button in the Licenser dialog box.

When the network server installation is complete, you can use the NODE.EXE file (located in the NODE directory you specified during the installation) to automate the process of setting up user nodes. Simply run the NODE.EXE program from each workstation.

For Upgraders

If you have a prior release of Ami Pro on the server, you should install over it. You do not need to delete any files before you start the installation, nor does the Install program delete any files. However, you must have read-write access to the AMIPRO directory and its subdirectories.

For additional information about installing Ami Pro on a network, refer to the READNET.TXT file located on Install Disk 1 or in the NODE directory.

See also:

Installation Help Contents
Specifying a Node Directory
Completing the Network Server Installation
Setting Up User Nodes
Using Ami Pro on a Network
Installing Adobe Type Manager on a Network

When you install Ami Pro on a network, you can specify the network drive and directory where you want to install node-related files including NODE.EXE, a utility that automates setting up user nodes.

You will need to remember the location of the NODE directory when you set up the user nodes.

The NODE directory is usually a subdirectory under the AMIPRO directory.

To specify the node install directory

- 1. Specify the complete path to the directory where you want to install the node-related files. The Install program displays AMIPRO\NODE as the default directory.
- 2. Choose OK.

The Install program copies the necessary files to the NODE directory.

See also:

Installation Help Contents
Completing the Network Server Installation
Setting Up User Nodes
Using Ami Pro on a Network
Installing Adobe Type Manager on a Network

After you specify the necessary network drives and directories (for the program files, the node-related files, and the Ami Pro style sheets, documents, and macros), the Install program copies the files to the directories you specified. The Install program then starts the Ami Pro Node Setup program.

The Node Setup program sets up the server so you can automate the process of setting up user nodes. The first time NODE.EXE is run, it creates an AMIPRO\NETADMIN.INI file that contains information about where the Ami Pro style sheets, documents, and macros are stored on the network and installs Ami Pro for the network supervisor. After that, NODE.EXE sets up user nodes.

To complete the network server installation

- 1. Specify the network drive and directory for the licenser utility and choose OK.
 - If you previously installed other Lotus network products on the server, the Install program displays the path to the current LOTSHARE directory. You should accept that path.
 - If Ami Pro is the first Lotus network product you are installing, specify LOTSHARE\AMIPRO.V30 on the desired network drive.
- 2. Set the number of Ami Pro concurrent users and choose Exit.
 - For information, choose the Help command button in the Licenser dialog box.
- 3. Specify whether local directories for Ami Pro macros, documents, and style sheets are permissible by choosing the desired command button.
 - If you want users to be able to run the WordPerfect SwitchKit, choose Yes.
- 4. Specify the network drives and directories where you installed the Ami Pro macros, documents, and style sheets and choose OK.
- 5. Specify the drives and directories for the network supervisor's macros, documents, style sheets, and user dictionary and choose OK.
 - For the user dictionary, you can specify either a directory on the workstation's hard drive or a directory on the network. For example, you could specify C:\AMIPRO or C:\WINDOWS, or you could specify F:\USER\USERNAME.
 - If you want to run the WordPerfect SwitchKit, specify either a directory on the workstation's hard drive or your user directory on the network for the macros and style sheets.
 - The macro, document, and style sheet directories are dimmed if you specified that local directories were not allowed.
- 6. Choose OK to exit the Ami Pro Node Setup program.
 - You can now set up each user node by running the NODE.EXE program from each workstation.

See also:

Installation Help Contents
Setting Up User Nodes
Using Ami Pro on a Network
Installing Adobe Type Manager on a Network

When the network server installation is complete, you can use the NODE.EXE file (located in the NODE directory you specified during the installation) to automate the process of setting up user nodes. Simply run the NODE.EXE program from each workstation.

For additional information about installing user nodes, refer to the READNET.TXT file in the NODE directory.

To set up a user node

- 1. Run the NODE.EXE program from a workstation that needs to run Ami Pro from the network.
- 2. Specify the name of the user you are installing and choose OK.
- 3. Specify the network drive and directory where Ami Pro is installed and choose OK.
- 4. Specify the drives and directories for the user's macros, documents, style sheets, and user dictionary and choose OK.

For the user dictionary, you can specify either a directory on the workstation's hard drive or a directory on the network. For example, you could specify C:\AMIPRO or C:\WINDOWS, or you could specify F:\USER\USERNAME.

If you want the user to be able to run the WordPerfect SwitchKit, specify either a directory on the workstation's hard drive or the user's directory on the network for the macros and style sheets.

The macro, document, and style sheet directories are dimmed if the network supervisor specified that local directories were not allowed.

5. Choose OK to exit the NODE.EXE program.

If the QuickStart Tutorial does not display the first time a user loads Ami Pro, the user can access the tutorial by choosing Help/QuickStart Tutorial.

If the WordPerfect SwitchKit Loading Options dialog box does not display the first time a user loads Ami Pro, the user can add For WordPerfect Users to the Help menu by running the SWITCH.SMM macro.

See also:

Installation Help Contents
Completing the Network Server Installation
Using Ami Pro on a Network
Installing Adobe Type Manager on a Network

Once you install Ami Pro on the server and set up each user node, multiple users can run Ami Pro from their workstations.

All users must have read, write, create, delete, and attribute rights to directories that contain documents they need to edit.

To prevent possible sharing violations on LAN Manager and other networks, even the supervisor must load Ami Pro as a read-only user.

If the users on a network are sharing documents, Ami Pro provides file locking to protect against the possibility of simultaneous data update attempts. When a user opens a document, the original file is changed to read-only and can be modified only by that user. When the original user closes the document, Ami Pro changes the rights to read-write, thereby allowing another user to edit it.

Another user can open a read-only file and save changes to it only if the changes are saved to a different file name.

If Ami Pro is terminated abnormally, as in the case of a power failure, some documents may be left in read-only mode. You can change the files back to read-write using File Manager.

See also:

Installation Help Contents
Installing Ami Pro on a Network
Completing the Network Server Installation
Setting Up User Nodes
Installing Adobe Type Manager on a Network

We recommend that users run Adobe Type Manager from either a directory on their workstation's hard drive or their user directory on the network. To run individual sessions of ATM, you should copy all the files and subdirectories on the ATM Program Disk to a network drive, and then install the files for each user

To install Adobe Type Manager for each user

1. Create the following directories on the server.

ATM

ATM\PCLFONTS

ATM\PSFONTS

- 2. Place the ATM Program Disk in the appropriate floppy drive.
- 3. Copy all the files in the root directory on the ATM disk to the ATM directory on the server.
- 4. Copy all the files in the subdirectories on the ATM disk to the matching subdirectories on the server.
- 5. From a workstation that needs to run Adobe Type Manager, run the ATM Install program on the server.
- 6. Specify either a directory on the workstation's hard drive or the user's directory on the network for the font directories.
- 7. Choose Install.

See also:

Installation Help Contents
Installing Ami Pro on a Network
Specifying a Node Directory
Completing the Network Server Installation
Setting Up User Nodes

The Install program checks for an existing release of Ami Pro. If it finds existing STYLES, DOCS, and MACROS directories, it displays the paths to those directories. You can leave the existing paths and overwrite any files with similar names or specify different directories.

All the Ami Pro Release 3.0 style sheets begin with either an $_$ (underscore) or MERC*, instead of a \sim (tilde). If you created style sheets with similar file names, you should specify another directory for the Release 3.0 style sheets. Otherwise, you can install into the existing directory.

The Install program installs the following files into the DOCS directory: README30.SAM, GOODIES.SAM, and several MERC*.* files. If you created documents with similar names, you should specify another directory for the Release 3.0 documents. Otherwise, you can install into the existing directory.

The macros provided with Ami Pro Release 3.0 have changed substantially. You should specify another directory for the Release 3.0 macros only if you modified any macros provided with Ami Pro and saved the changes to the original files.

To specify directories for style sheets, documents, and macros

- 1. Specify the complete paths to the directories where you want to install the Ami Pro style sheets, documents, and macros.
- 2. Choose OK.

The Install program installs the files into the directories you specified.

See also:

Installation Help Contents
Specifying Installation Options
Completing the Installation
Completing the Installation for NewWave

You can select the text filters you want to install. If you need to use documents created in other applications or use Ami Pro documents in other applications, select the filters for those applications. If you never use certain applications, you can conserve disk space by not installing those filters.

To select text import and export filters

- 1. Select the filters you want to install or choose Install All to install all the text import and export filters.
- 2. Choose OK.

The Install program installs the filters you selected.

See also:

Installation Help Contents
Selecting Graphics Import Filters
Specifying Installation Options

You can select the graphics filters you want to install. If you need to import pictures created in other applications, select the filters for those applications. If you never use certain applications, you can conserve disk space by not installing those filters.

To select graphic import filters

- 1. Select the filters you want to install or choose Install All to install all the graphics import filters.
- 2. Choose OK.

The Install program installs the filters you selected.

See also:

Installation Help Contents
Completing the Installation
Specifying Installation Options

Ami Pro provides a WordPerfect SwitchKit that enables you to upgrade easily from WordPerfect to Ami Pro.

The WordPerfect SwitchKit can convert existing WordPerfect files into Ami Pro documents. It also converts any WordPerfect key-commands you use into the equivalent Ami Pro commands.

Choose Install SwitchKit to install the WordPerfect SwitchKit.

See also:

Installation Help Contents
Installing Ami Pro on a Network
Setting Up User Nodes

While the Install program copies the Ami Pro program files, it displays the Transferring Files dialog box. This dialog box indicates:

- The percentage of the current disk that has been installed
- The percentage of the total installation that has been completed
- The current source and destination directories

To complete the installation

When the Install program finishes copying the files, it displays a message indicating that the Install procedure is complete.

1. Choose OK.

The Install program displays the Main Menu dialog box.

2. Choose Exit Install.

The Ami Pro Release 3.0 program icon (and the Dialog Editor icon if you installed the Dialog Editor) appears in a Lotus Applications group window.

3. Double-click the Ami Pro program icon to load Ami Pro.

Keyboard: Press ENTER when the Ami Pro icon is selected.

When you load Ami Pro, a logo displays on the screen. If you do not want the logo to display, you can specify /L after AMIPRO.EXE in the Properties for the Ami Pro program icon or at a DOS prompt.

The first time you load Ami Pro, the QuickStart Tutorial runs automatically. After that, you can access the tutorial by choosing Help/QuickStart Tutorial.

See also:

Installation Help Contents
Using Ami Pro on a Network
Completing the Installation for NewWave

The Install program cannot find the HP NewWave HPOMF.INI file.

To specify the NewWave Path

- 1. Type the path and file name for the initialization file in the text box.
- 2. Choose OK.

If the Install program finds the HP NewWave HPOMF.INI file, it continues the installation. If the Install program does not find the NewWave HPOMF.INI file, choose Cancel, choose Main Menu and Exit Install, install NewWave, and then start the Ami Pro installation again.

See also:

<u>Installation Help Contents</u> <u>Choosing Windows or NewWave</u> If you installed Ami Pro as a NewWave Aware application, you must start NewWave and create an object for Ami Pro.

If you installed Ami Pro as a Windows application, you must start NewWave, create an Object type, and then create an object.

The first time you start NewWave after installing Ami Pro, a message, "Installing Ami Pro" and a welcome screen display.

To create an object type

The first time you start NewWave after installing Ami Pro as a Windows application, you must create an Ami Pro Object type.

- 1. Choose Settings/Install Application from the NewWave Office or Container menu.
- 2. Select C:\AMIPRO or the directory where you installed Ami Pro in the Directories list box.
- 3. Choose AMIPRO.EXE in the Files list box.
- 4. Choose OK.

NewWave installs Ami Pro as an Object type. You must now create an Ami Pro object.

To create an Ami Pro object

- 1. Choose Objects/Create a New from the NewWave Office or Container menu.
- 2. Select the Ami Pro Object type.
- 3. Choose OK.
- 4. If you want to use a master with the Ami Pro object, select a master in the Or Select a Master to Create list box.
 - A NewWave master is similar to an Ami Pro style sheet.
- 5. Specify a title for the Ami Pro object in the Title For New Object text box.
- 6. Choose OK.

See also:

Installation Help Contents

Converting Ami Pro Objects to Windows Files

Converting Ami Pro NewWave Aware Objects to Ami Pro Bridged Objects

When you load NewWave for the first time after installing Ami Pro, Ami Pro creates an Ami Pro Bridge Kit: Run Me interface object on the NewWave Desktop. You can use the Ami Pro Convert folder from the Bridge Kit to convert Ami Pro objects that are either Aware or Bridged to Windows-compatible files.

The first time you use the Bridge Kit, it:

- Installs an Object Type named Lotus Ami Pro
- Installs all Ami Pro masters for use with bridged objects
- Sorts all Ami Pro masters
- Places an Ami Pro Convert folder on the NewWave Desktop and creates a master folder called Ami Pro Convert

To convert Ami Pro objects to Windows files

1. Choose the Ami Pro Bridge Kit.

The Bridge Kit places the Ami Pro Convert folder on the NewWave Desktop.

- 2. Drag all the objects you want to convert into the Ami Pro Convert folder.
- 3. Open the Ami Pro Convert folder.
- 4. Choose Task/Convert to Windows files.
- 5. Select any objects you want to convert.
- 6. Select a destination drive and directory for the new Windows files.
- 7. Choose Detach.

NewWave displays the object names as Windows file names.

- 8. If necessary, edit the default file name and press ENTER.
- 9. Choose Detach.
- 10. Choose Done.

You can now open the Ami Pro objects as Ami Pro files.

See also:

Installation Help Contents
Converting Ami Pro NewWave Aware Objects to Ami Pro Bridged Objects
Completing the Installation for NewWave

When you load NewWave for the first time after installing Ami Pro, Ami Pro creates an Ami Pro Bridge Kit: Run Me interface object on the NewWave Desktop. You can use the Ami Pro Convert folder from the Bridge Kit to convert Ami Pro objects that are NewWave Aware to Bridged Objects.

If you installed Ami Pro NewWave Aware, you must copy AMIPRO.EXE from the HPNWPROG directory to the AMIPRO directory before you open an Ami Pro Bridged Object.

The first time you use the Bridge Kit, it:

- Installs an Object Type named Lotus Ami Pro
- Installs all Ami Pro masters for use with bridged objects
- Sorts all Ami Pro masters
- Places an Ami Pro Convert Folder on the NewWave Desktop and creates a master folder called Ami Pro Convert

If an Ami Pro NewWave Aware object contains any shared NewWave objects, the shared objects appear as blank text frames in the Ami Pro Bridged object.

To convert Ami Pro NewWave Aware objects to Ami Pro Bridged object

- 1. Choose the Ami Pro Bridge Kit.
 - The Bridge Kit places the Ami Pro Convert folder on the NewWave Desktop.
- 2. Drag all the objects you want to convert into the Ami Pro Convert folder.
- 3. Open the Ami Pro Convert Folder.
- 4. Choose Task/Convert Aware to Bridged.

The Ami Pro Convert Folder creates a destination folder named Ami Pro {date} {time}. Each Ami Pro NewWave Aware object that is converted appears in the destination folder as an Ami Pro Bridged object.

You can open these objects from the Ami Pro Convert Folder or move the objects to another location. If you move all of the objects to another location, you can delete the folder. A new folder is created each time you convert the objects.

See also:

Installation Help Contents
Completing the Installation for NewWave
Converting Ami Pro Objects to Windows Files