

Fax Documentation

The Fax macro retrieves a chart and helps you fill it in. If you have used the letter macro, it "remembers" most of the information that you entered.

The chart, FAXTRAN.CHT, is a regular WordPerfect document with three tables and some text. The first table identifies the sender's company and you will definitely want to change that to show your own company. The second table contains To and From information, comments and information on the fax, itself. You will probably want to change some of this information also. The final table contains some self-serving language with little legal effect that you may want to keep or delete, depending on if you mainly handle information for third parties (want to keep it) or information for yourself (want to discard it).

The chart was written by Ginsburg, Feldman and Bress and, like all writings, is copyrighted by them as the author. In order to avoid copyright problems we recommend that you either obtain their permission to create a derivative version of the chart or write your own chart (which may look very much the same and use any of the ideas in their chart) after understanding how both the chart and the macro work.

An original macro was also written by Ginsburg Feldman and Bress for its own use only, but a new one was written in March of 1991 by Gabriel Fineman with a different approach and greatly expanded functionality. Mr. Fineman does not consider his macro to be a derivative work and has designated this macro as FREEWARE.

The macro goes through the second table, cell by cell, in order, and asks for information it does not know. The macro calls the subroutines Get1 and Get4 to get single lines of information that are terminated with a {Enter}. It uses subroutines Get2 and Get5 for the long comments that must be terminated with a [F7]. If you change any of the cells, you might have to change the macro. See the notes at the end of FAX_H for more details. There are also subroutines to force the date as a code date and to suggest the total number of pages be the current total number of pages in the document.