## **Little WOPR Add-Ins and Macros**

for Word 6.0 for Windows®

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# **WOPR All Keys**

This macro generates a table of all key assignments.

The built-in assignmets are in black, and custom assignments are formatted in Blue. Additionally, a custom assignment has either a † or ‡ after the macro name. The single dagger (†) indicates that the assignment is in NORMAL.DOT, and the double dagger (‡) indicates the assignment is in an Add-In or the active template.

The table formatting is not the greatest in the world, but it does its job.

## **WOPR DupStyles**

This macro allows you duplicate a style in your document. Instead of defining your styles from scratch, you can use DupStyles and duplicate an existing style. After the style is duplicated, you can make minor changes to the new style name. For example:

- 1. Run the WOPRDupStyle macro (Format, Dup Style menu).
- 2. Select a style from the list box of existing styles. This should be the style you want to duplicate. Character styles are indicated with (character) next to the style name.
- Type a style name in the New Style Name edit box and choose the OK button.
   A new style is created with the same formatting attributes as the style selected in Step 2 above.
- 4. From the Format menu choose Style. Select the new style name from the Styles list box and click the Modify button. Click the Format button and select the formatting attribute that you want to modify.

For more information on working with styles, see chapter 9 in the Word 6.0 User's Guide.

# **Edit Replace**

WOPR Edit Replace allows you to quickly replace selected text in your document. Very simple macro that kick starts EditReplace by throwing the currently highlighted text into the Find What: edit box.

- 1. Select a word in your document.
- 2. Run the **EditReplace** macro (Edit, Replace... menu). The selected text appears in the Find What dialog. Type replacement text into the Replace With dialog and click the Replace or Replace All button.

# **File Delete**

This macro closes the current document and all related macro windows and then deletes the file from disk. If the document is an Add-In or a Global macro, it will not be deleted.

Prior to deleting the file, you are presented with the following prompt:

## Are you sure you want to delete the file xxxx.xxx?

Choose the Yes button if you want to delete the indicated file.

## **WOPR's Stellar Spellar**

WOPR's Spellar is a Word 6.0 add-in that gives you quick access to Word's spelling and thesaurus functionality.

To use Spellar, just click you right mouse button over a word in your document.

If the word is misspelled

If the selected word is misspelled, Spellar queries Word's spell files for suggestions. The first five suggestions are displayed on the shortcut menu. Select one of the words and Spellar changes the word in your document to the selected word. If no suggestions are found in Word's spell files, the text "(no suggestion)" will appear on the shortcut menu instead of the suggestions.

If the word is spelled correctly

If you click on a word that is spelled correctly, the text on the menu will read:

```
*** The

*** word

*** is

*** spelled

*** correctly :)
```

#### **Creating AutoCorrect entries with Spellar**

If you commonly misspell a word, you can add the correction to Word's AutoCorrect feature so that the word is corrected as soon as it is typed. To create the AutoCorrect entry using Spellar, do the following:

- 1. Right click on the misspelled word.
- 2. Press and hold the CTRL key.
- 3. Select the correct word from the shortcut menu.

Spellar has created an AutoCorrect entry. In the future when you mispell the word, Word will automatically correct the misspelling.

#### **Check Spelling and Thesaurus**

Choose Check Spelling... and Spellar will display Word's Spelling dialog.

Choose Thesaurus... and Spellar will display Word's Thesaurus dialog.

#### Removing/Uninstalling Stellar Spellar

If you need to remove the Stellar Spellar from your system for any reason, create and run a macro with the following text:

```
Sub Main
WOPRSpellerUninstall
End Sub
```

After running the above macro, choose **Templates** from the File menu of Word. Clear the **speller.wll** check box and choose the OK button. Now, remove the SPELLER.WLL file from your WinWord\Startup directory.

See also: Troubleshooting

#### **WOPR ViewHeader**

WOPR ViewHeader brings back the Word 2.0 functionality of choosing Header/Footer from the View menu. This utility does not switch you to Page Layout, but rather resurrects the ol' header/footer pane along the bottom of the document window.

If you've ever tried to create a WinWord 6 template that contains custom headers and footers, youll soon discover that you cant get to the additional Odd/Even headers *unless* your template is several pages long (by inserting manual page breaks). Ugly. With WOPR ViewHeader, you can get to those extra headers and footers without those page breaks!

Run the ViewHeader macro and a reproduction of the Word 2.0 Header/Footer dialog is displayed. Select the type of header/footer you want to edit and choose the OK button. A window pane at the bottom of the window is opened with the contents of the header/footer you specified. Change the text as needed and click the Close button to return to Word.

Buttons from left to right function are as follows:

Insert page number field Insert current date

Insert current time

Link header/footer to the header/footer of the previous section

## **Fast Find**

WOPR Fast Find allows you to quickly jump to the next or previous occurrence of the selected text. Instead of fumbling around with Word's Edit Find dialog, just select a word and run WOPR Fast Find.

- 1. Select a word in your document.
- To search forwards through your document for the next occurrence of the word, run WOPRFastFindFwd (ALT+Z), and to search backwards run WOPRFastFindBck (SHIFT+ALT+Z).

Using Word's Tools Customize dialog, you can assign the WOPRFastFindBck or WOPRFastFindFwd macros to any key, menu or Toolbar button.

If a word is not selected when you run the WOPR Fast Find macros, the Edit Find dialog box is displayed.

# Insert WOPR Clipart

## **View Characters**

View Characters is a simple little macro you can use to determine the ASCII character code for a character in your document.

- 1. Select a character or group of characters in your document and run the ViewChars macro.
- 2. A dialog appears displaying the ASCII character code(s) and the font of the character. If you selected more than one character, each time you press the OK button the dialog updates with the next character code.

Often, you need to know the character code in order to search and replace the character in your document. In the *Find What* edit box of Word's Edit Find or Edit Replace dialog, type <code>^0nnn</code> where *nnn* is the character code number.

## **Fix LineBreaks**

Ever import some ASCII text (from e-mail or other ASCII documents) and you wanted to get rid of all those line breaks? Well, this is the macro for you!

Just run **WOPRFixLineBreaks** (Format, Fix LineBreaks menu). If a block of text is highlighted, then only that selection will be affected. Otherwise, the entire document is converted.

The algorithm goes like this:

- 1. Replace all double carriage-returns with a temporary mark, \[.
- 2. Replace all remaining carriage-returns with a space.
- 3. Replace all temporary marks (\[) with a carriage-return.

Obviously, this method is not foolproof, but should work in a great majority of cases. If youre making changes in a large file, the replacements may take a while. You may also be warned by Word that the operation may be be undone because of the large number of replacements.

## **Normal Quotes**

The new Word SmartQuote AutoCorrect feature is great most of the time, but every once in a while, youll run into a situation where you want just the normal straight quotes. Peter Deegan comes to the rescue with **WOPRNormQuote**.

If you highlight a section when you run WOPRNormQuote, (Format, Norm Quote menu), only the SmartQuotes in the selection will be changed. Otherwise, the entire document is converted.

## **Registration Information**

The Little WOPR add-ins and macros are just a small part of Woody's Office POWER Pack product or "WOPR" for short. WOPR (pronounced as *whopper*) includes a collection of Word for Windows macros and add-ins such as Enveloper, Two by Four (2 X 4), File New, WOPR File Manager and TBEdit. "WOPR 6.0" is brought to you by Pinecliffe International and can be yours for the low, low price of \$49.95 plus a \$4.50 shipping and handling charge (\$9.50 outside the USA). Registered users of WOPR 2.0 can update to WOPR 6.0 for \$24.95.

Benefits for registering the WOPR product include the following:

A diskette with the latest versions of the WOPR 6.0 macros and add-ins without any pesky "nag screens".

**Getting Started Newsletter** 

On-disk User's Manual.

Enveloper cheat sheet to keep envelopes from wrinkling.

Full source code for WordBasic routines.

Product Support via CompuServe (GO WOPR) or the telephone (314 965-5630).

Discounts on autographed books from WOPR contributors Woody Leonhard, Vince Chen, Lee Hudspeth, Scott Krueger and Jim Lee.

Offbeat WOPR goodies catalog offering unique WOPR baseball caps and our WOPR Power Putty hand exerciser.

Discounts on other fine Word for Windows add-ons, including PRIME, WinBreak PRO, FileWare and others.

Our internationally famous guarantee: If WOPR ever fails to live up to your expectations -- doesnt matter what you expected, or why -- simply return it to us and tell us how much you paid. You will received a full refund, immediately. Period.

and most importantly, our sincere thanks for making all of this possible.

To order WOPR call 1-800-659-4696 or 1-314-965-5630 if you reside outside of the United States.

Site licenses and discounts for multiple product purchases (i.e. 10+ units) are available for WOPR 6.0. Call one of the above phone numbers for more information.

# **Troubleshooting**

⇔ WOPR6WAYCOOL1-WOPR6WAYCOOL5 appear on shortcut menus.

After the Stellar Spellar is installed, WOPR6WAYCOOL1-5 text is added to Word's shortcut editing menus. The five text items are used as placeholders. When you evoke WOPR Spellar (left click on a word), the WOPR6WAYCOOL text is changed to Word's spelling suggestions on the fly. If you have unloaded the SPELLAR.WLL file, the WOPR6WAYCOOL text will still appear on the menu. To load the speller add-in (SPELLAR.WLL), use Word's File Templates dialog.