

ClarisWorks 1.0 for Windows



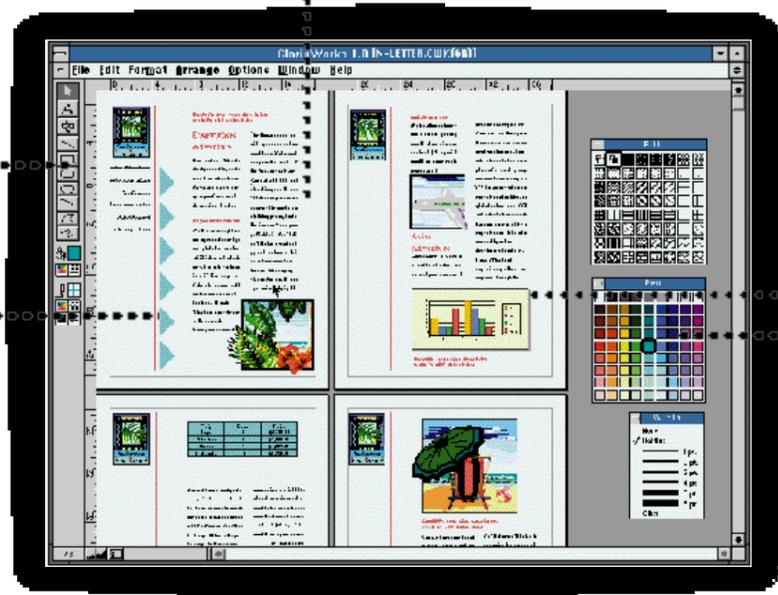
ClarisWorks 1.0 for Windows

Seamlessly integrated tools.

Create compelling newsletters, brochures, reports, and more with seamless integration between text, graphics, spreadsheet and charting capabilities. Just click on the tool you need and the menus and commands change automatically — without ever leaving your original document.

True WYSIWYG display.

'What-You-See-Is-What-You-Get' display so you can see on screen exactly what your printed document will look like. View and edit documents while you work — no special preview modes or windows are needed to see headers, footers and footnotes.



Full page formatting at your fingertips.

Easily achieve your desired layout using multiple options for tabs, line spacing, alignment and margins. Versatile rulers allow you to measure text and graphics precisely in points, picas, inches, centimetres and millimetres.

Creating charts couldn't be simpler.

Once your data is entered, just highlight the numbers you want to chart and you're one step away from a persuasive, visual display of the information. Whenever you change the data, your chart will automatically be updated.

Complete graphics tool set and floating palettes.

All the drawing tools you need are always available at your fingertips. Tear-off palettes allow easy access to and placement of colours, patterns, pen widths and arrows — or click palettes closed when not needed to conserve screen space.

Everything You Need to Get the Job Done

- ▶ Full-featured word processing, database, spreadsheet, charting and graphics capabilities
- ▶ Perfect for small business, home offices, corporate managers and notebook users
- ▶ Everything you need to write memos, create reports, organise customer lists, track budgets, design brochures and generate mailing labels
- ▶ The unique, frame-based design lets you combine text, spreadsheets, graphics and charts on the same page
- ▶ Always WYSIWYG (What You See Is What You Get) from the screen to the printed page
- ▶ Files are interchangeable with the award-winning ClarisWorks for Macintosh
- ▶ Intuitive interface makes it easy to learn if you're not a sophisticated user
- ▶ Be productive right away with the *Getting Started* tutorial, sample files and online help

Whether you manage a growing business, are a corporate manager, or use a notebook computer, you need affordable software that's easy to use, yet packed full of powerful word-processing, database, spreadsheet, charting and graphics capabilities. You need ClarisWorks for Windows.

ClarisWorks™ 1.0 for Windows is dramatically different from every other integrated program. Other "Works" programs consist of separate mini-applications bolted together, forcing you to constantly switch between different modules, screens and windows. The unique, frame-based architecture of ClarisWorks provides a *single* application where you can seamlessly combine text, graphics, spreadsheets and charts all within the same page on the same screen.

The elegant design offers a level of polish unknown among integrated programs. For example, switching back and forth from 'edit' mode to 'print preview' mode is obsolete — in ClarisWorks you always edit and preview your document simultaneously.

ClarisWorks provides you with all the essential features you need to quickly produce polished, professional documents. Its intuitive interface isn't loaded with the more complex features often found in single-function applications.

Getting started with ClarisWorks is a breeze. There are outstanding training materials and sample files right in the box. And, comprehensive online help instantly answers your questions as you work. Since both ClarisWorks for Windows and the award-winning ClarisWorks for Macintosh share the same interface and file format you can easily share your work cross-platform.

ClarisWorks for Windows—the new number one choice for integrated software.

Claris is a leading worldwide manufacturer of Windows and Macintosh software. As with all Claris applications, you can expect the high-quality documentation, training, service, and support you deserve.

Claris. Simply powerful software.™

The new number one choice for Windows integrated software.

File Format Support

Graphics

- ▶ Aldus/Windows Metafile (*.WMF) 3.0 or 3.1
- ▶ Computer Graphics Metaphile (*.CGM)
- ▶ Encapsulated Postscript (*.EPS)
- ▶ Macintosh PICT (*.PCT)
- ▶ TIFF (*.TIF)
- ▶ Windows Bitmap 3.1 (*.BMP)
- ▶ Zsoft Paintbrush (*.PCX)

Database

- ▶ Borland dBASE (*.DBF)
- ▶ SYLK (*.SLK)
- ▶ DIF (*.DIF)
- ▶ Text/ASCII (*.TXT)

Spreadsheet

- ▶ Microsoft Excel 3.0
- ▶ Lotus 1-2-3 (*.WKS and *.WK3)
- ▶ SYLK (*.SLK)
- ▶ DIF (*.DIF)
- ▶ Text/ASCII (*.TXT)

Word Processing

- ▶ DOS Text (*.TXT)
- ▶ Rich Text Format (*.RTF)
- ▶ Microsoft Word for DOS 5.5
- ▶ Microsoft Word for Windows 2.0
- ▶ WordPerfect DOS 5.1
- ▶ WordPerfect Windows 5.1

Required Equipment

- ▶ PC with any 386 or 486 CPU
- ▶ MS-DOS 3.1 or later; Microsoft Windows 3.0 or 3.1
- ▶ One hard disk
- ▶ One floppy disk
- ▶ 2MB RAM
- ▶ VGA or better video

Printer Support

- ▶ PostScript printers such as Apple LaserWriter and IBM LaserPrinters
- ▶ Hewlett-Packard LaserJet, PaintJet and DeskJet Series
- ▶ A wide variety of other Windows-compatible printers

Upgrade Information

For information on upgrades, please call Freephone 0800 929005 in the UK, or Freephone 1 800 732732 from the Republic of Ireland.

Technical Support

For any technical support enquiries, please call 0923 208444 in the UK, or Freephone 1 800 709133 from the Republic of Ireland.

Where to Buy

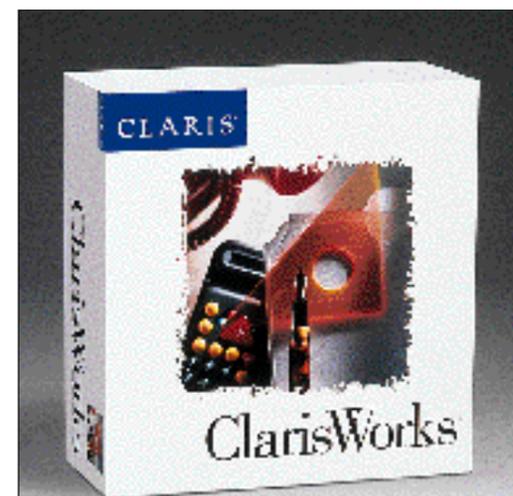
Please call Claris on 081 756 0101 or your local authorised Claris dealer. They will be happy to answer any questions you may have.

For the Republic of Ireland, please call MicroWarehouse on (353) 1 6790055

Try other great Windows products from Claris: FileMaker™ Pro and Hollywood™. And take advantage of the family of Claris products for the Apple Macintosh: ClarisImpact™, FileMaker Pro, ClarisDraw™, MacDraw™ Pro, MacDraw II, MacProject™ Pro and MacWrite™ Pro.

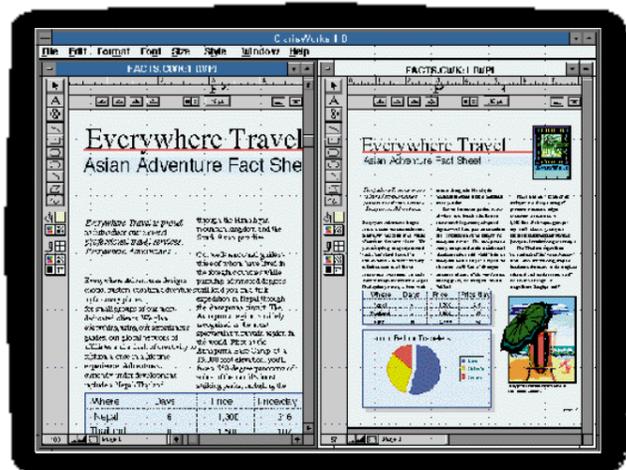
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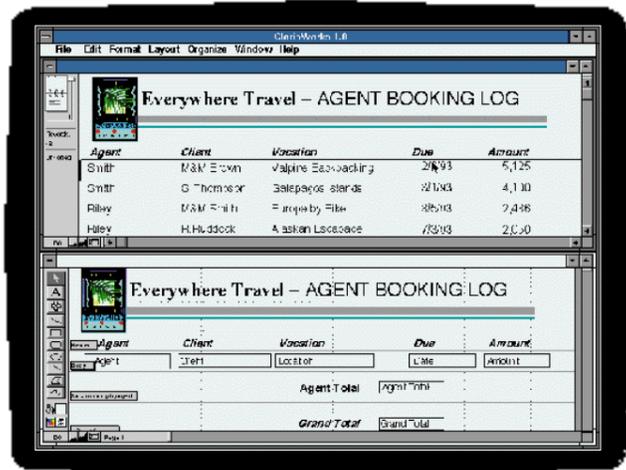


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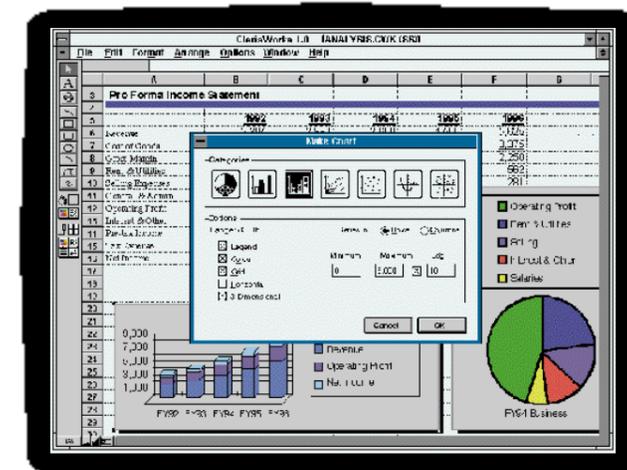
Create separate windows to review specific areas of your document at once, or look at reduced and enlarged views of a document simultaneously. See the big picture or edit fine details close-up by zooming from 3% to 3200%.



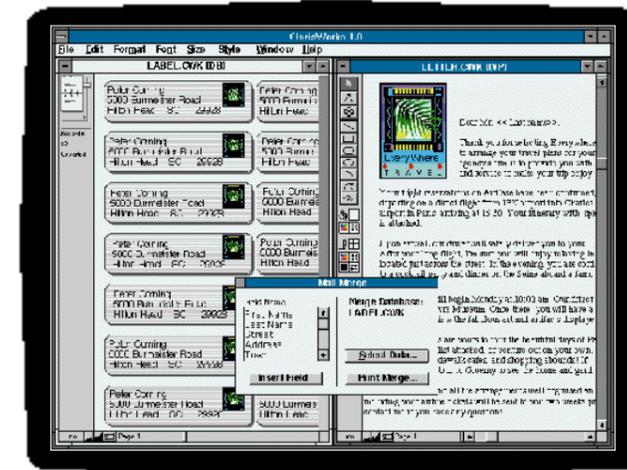
Create professional-quality contact lists, catalogues, product lists, financial reports and forms in a flash. Save time by viewing and editing your reports simultaneously.

Features	Benefits
Standard Functions Always Available	
Seamlessly Integrated Tools	Work efficiently with word processing, spreadsheet, charting, database and graphics capabilities that are totally integrated.
Dictionary and Thesaurus	Eliminate spelling errors with the 100,000-word customisable dictionary and find synonyms quickly with the 660,000-word thesaurus. (International spelling dictionaries are available separately.)
Headers and Footers	Add the title, date, time, topic or page number to all of your pages automatically without switching windows.
Easy Macros	Automate repetitive tasks by simply 'recording' your mouse clicks and keystrokes.
Horizontal and Vertical Panes	Split your screen to easily scroll through different sections of large documents.
Comprehensive Rulers	Position text and graphics precisely using rulers in points, picas, inches, centimetres or millimetres.
Context-sensitive Help	Receive online answers to your questions without referring to the manuals.
Claris XTND Technology	Exchange text, graphics, spreadsheet, and database files from other programs like Word, WordPerfect, Excel, Lotus 1-2-3, and dBase.
Full-featured Word Processing	
Versatile Formatting	Customise tabs, margins, indents, line spacing and justification. Use type fonts, styles and sizes for the appropriate look.
Mail merge with Built-in Database	Personalise a standard form letter to everyone on your mailing list.
Linked Text Frames	Revise desktop-publishing layouts quickly with text that automatically flows into the correct position.
Multiple Columns	Use space economically when designing layouts with up to nine columns per page.
Automatic Footnote	Automatically edit and number footnotes on your document without switching windows.

Features	Benefits
Fast, Accessible Graphic Tools	
Comprehensive Graphics Palette	Design graphics instantly with tools for lines, rectangles, ovals, polygons and more. Smooth and reshape polygons easily for precise, polished graphics.
Graphics and Text Rotation	Position text and graphics sideways or upside down to get just the right effect.
Object Alignment and Snap-to Grids	Produce great layouts quickly by easily aligning or spacing objects evenly.
Powerful Spreadsheet and Charting	
100 Built-in Functions	Construct sophisticated models using the built-in mathematical, statistical, financial, date, time, logic and text functions. (Also available for use with the database.)
Complete Formatting Control	Add impact using various column widths, row sizes, character formats and borders.
Dynamic Charting	Communicate information more effectively using seven chart types with 280 possible combinations of colours, grids, legends etc.
Flexible Database Management and Reporting	
Versatile Search and Sort Functions	Isolate the data you need by specifying search parameters. Quickly organise information with automatic sorting.
Automatic and Custom Layouts	Generate standard layouts, like mailing labels and then customise them as needed.
Sub- and Grand-Summaries	Summarise information and highlight key results to present your analysis with impact.
Visual Record Selection	Select specific records without using formal search criteria — just point and click.
Take Full Advantage of Windows	
Optimised for Windows	Get full support for MDI and TrueType fonts, Windows online help and Windows keyboard equivalents.
Windows Terminal Accessory Support	Launch the Windows Terminal Accessory from within ClarisWorks to connect smoothly to a variety of systems; send and receive files via modem.



Visualise the trends in your data using seven major chart types — each with an array of customisable options such as 3D, legends, horizontal display, colours and fill patterns. Use multiple types of charts at once.



Form letters are easy with Mail Merge. Just click on buttons to insert database fields into your letter—no need to memorise special commands or symbols.

