\<DEFINE SEQUENCE\>"Definitions "rebuilding the desktop"",   ""rebuilding the desktop""
       \<PANEL\>   "desktop rebuild: def"
\<END SEQUENCE\>

\<DEFINE PANEL\>   "desktop rebuild: def"
           \<FORMAT\> "Full"
           Rebuilding the desktop helps your computer keep track of files efficiently.

           Once every few months, you should rebuild the desktop by holding down the †
           and Option keys while you start up your computer. Rebuilding the desktop takes
           a few minutes, depending on how many files are stored on your hard disk.
       \<PANEL PROMPT\>   "Standard Prompts"
\<END PANEL\>

\<DEFINE SEQUENCE\>"Definitions 32-bit addressing",   "32-bit addressing"
       \<SEQUENCE PROMPT SET\>   **"Standard Prompts"**
             \<PANEL\>   "32-bit: def"
\<END SEQUENCE\>

\<DEFINE PANEL\>   "32-bit: def"
           \<FORMAT\> "Full"
           32-bit addressing is the use of 32-digit binary numbers to process data in a
           computer. It enables the computer to use more than 8 megabytes of random-
           access memory, so that you can work with large programs and documents. Some
           programs do not work with 32-bit addressing, however.
\<END PANEL\>

\<DEFINE SEQUENCE\>"Definitions access privileges",   "access privileges"
       \<SEQUENCE PROMPT SET\>   **"Standard Prompts"**
             \<PANEL\>   "access privileges: def"
\<END SEQUENCE\>

\<DEFINE PANEL\>   "access privileges: def"

<FORMAT> "Full"
When you share an item, you can control whether guests and registered users can see or change its contents. This is called setting access privileges for the item. Owners of items you use can also decide what access privileges you have to their files.

To set access privileges for individual files, you place them in a shared folder or disk, and then set access privileges for the folder or disk.
<END PANEL>

<DEFINE SEQUENCE>"Definitions active program",   "active program"
        <SEQUENCE PROMPT SET> **"Standard Prompts"**
                <PANEL> "Active program: def"
<END SEQUENCE>

<DEFINE PANEL>   "Active program: def"
                     <FORMAT> "Full"
                     The active program's menus appear in the menu bar, and its windows appear on top of other programs' windows. Only one program can be active at a time, although several programs can be open at once.

                     The Application menu (in the top-right corner of the screen) lists the programs you have open. The program with the checkmark is the active program.
        <COACH MARK>"CoachMark: 31"
        <Dimmable Button Data>   "Huh?","Definitions application program"
<END PANEL>

<DEFINE SEQUENCE>"Definitions active window",   "active window"
        <SEQUENCE PROMPT SET> **"Standard Prompts"**
                <PANEL>   "active window: def"
<END SEQUENCE>

<DEFINE PANEL>   "active window: def"
                     <FORMAT> "Full"
                     The active window is the one that's in front of all windows, except for this Guide window. (The Guide window always stays on top so you can read the instructions as you work.)

                     The active window has solid lines across the title bar (at the top of the window) and usually has controls that you can use to manipulate the window.
<END PANEL>

<DEFINE SEQUENCE>"Definitions alias",   "alias"
        <SEQUENCE PROMPT SET> **"Standard Prompts"**
                <PANEL>   "Alias: def"
<END SEQUENCE>

<DEFINE PANEL>   "Alias: def"

<FORMAT> "Full"
An alias is a file that points to another item (such as a program, document, folder, or disk). When you open the alias, the original file (the item it points to) actually opens. Aliases make it easy to find and open items and help you organize your files. You can also make aliases for shared disks.

The alias has the same icon as the original, but its name (which you can change) appears in italics. You can make multiple aliases for an item. Aliases take very little disk space (usually 2 to 4 kilobytes each).
<END PANEL>

<DEFINE SEQUENCE>"Definitions Apple Desktop Bus (ADB)", "Apple Desktop Bus (ADB)"
        <SEQUENCE PROMPT SET>   **"Standard Prompts"**
                <PANEL>   "ADB: def"
<END SEQUENCE>

<DEFINE PANEL>   "ADB: def"
                <FORMAT> "Full"
                The Apple Desktop Bus (ADB) is circuitry built into your computer that lets you connect a keyboard, a mouse, a trackball, a graphics tablet, a bar-code reader, and other input devices.

                ADB ports are marked with this icon.
        <PICT> 1040, Center
<END PANEL>

<DEFINE SEQUENCE>"Definitions AppleTalk zone",   "AppleTalk zone"
        <SEQUENCE PROMPT SET>   **"Standard Prompts"**
                <PANEL>   "AppleTalk zone: def"
<END SEQUENCE>

<DEFINE PANEL>   "AppleTalk zone: def"
                <FORMAT> "Full"
                An AppleTalk zone is a group of computers, printers, and other hardware that's part of a larger network. Not all networks have zones.
<END PANEL>

<DEFINE SEQUENCE>"Definitions AppleTalk", "AppleTalk"
        <SEQUENCE PROMPT SET>   **"Standard Prompts"**
                <PANEL>   "AppleTalk: def"
<END SEQUENCE>

<DEFINE PANEL>   "AppleTalk: def"
                <FORMAT> "Full"
                AppleTalk is networking software that's built into all Macintosh computers. In order to use network services such as shared disks and printers, AppleTalk must be turned on in the Chooser.
<END PANEL>

<DEFINE SEQUENCE>"Definitions application program",   "application program"
        <SEQUENCE PROMPT SET> **"Standard Prompts"**
                <PANEL>   "app: def"
<END SEQUENCE>

<DEFINE PANEL>   "app: def"
                <FORMAT> "Full"
                You use an application program to do a certain kind of work with your computer,
                such as word processing, graphics, database management, spreadsheet
                calculation, and so on.

                You create, edit, and save documents with an application program. When you
                want to open a document, you can double-click its icon or drag its icon to the
                application program's icon.
<END PANEL>

<DEFINE SEQUENCE>"Definitions background pattern",   "background pattern"
        <SEQUENCE PROMPT SET> **"Standard Prompts"**
                <PANEL>   "Desktop pattern: definition"
<END SEQUENCE>

<DEFINE SEQUENCE>"Definitions background printing",   "background printing"
        <SEQUENCE PROMPT SET> **"Standard Prompts"**
                <IF>   GXInstalled()
                        <PANEL>   "BG printingGX: def"
                <ELSE>
                        <PANEL>   "BG printing: def"
                <END IF>
<END SEQUENCE>

<DEFINE PANEL>   "BG printingGX: def"
                <FORMAT> "Full"
                With background printing, you can print documents while you use your computer
                for other work. Background printing is always turned on.
<END PANEL>

<DEFINE PANEL>   "BG printing: def"
                <FORMAT> "Full"
                With background printing, you can print documents while you use your computer
                for other work. You turn this feature on or off in the Chooser. (If you have
                QuickDraw GX installed, background printing is always turned on.)
        <Dimmable Button Data> "Huh?","Definitions Chooser"
<END PANEL>

<DEFINE SEQUENCE>"Definitions beep",   "beep"
        <SEQUENCE PROMPT SET> **"Standard Prompts"**
                <PANEL>   "beep: def"
<END SEQUENCE>

<DEFINE PANEL>   "beep: def"
<FORMAT> "Full"
The beep is the sound your computer makes when it needs your attention or when you're trying to do something the computer can't recognize. You can change the sound using the Sound control panel.

If you've turned off the beep in the Sound control panel, the menu bar at the top of the screen flashes whenever the beep would have sounded.

<END PANEL>

<DEFINE SEQUENCE>"Definitions bitmap font",   "bitmap font"
     <SEQUENCE PROMPT SET> **"Standard Prompts"**
          <PANEL>   "font: def"
          <PANEL>   "bitmap font: def"
<END SEQUENCE>

<DEFINE SEQUENCE>"Definitions bit", "bit"
     <SEQUENCE PROMPT SET> **"Standard Prompts"**
          <PANEL>   "bit: def"
<END SEQUENCE>

<DEFINE PANEL>   "bit: def"
<FORMAT> "Full"
A bit is a binary digit, the smallest unit of data that a computer can process.

The value of each bit is either 1 or 0, and it represents one of two possibilities (on or off, true or false) that, in combination with many other values, defines the information that the computer processes and determines how it is processed.

<END PANEL>

<DEFINE SEQUENCE>"Definitions bus",   "bus"
     <SEQUENCE PROMPT SET> **"Standard Prompts"**
          <PANEL>   "bus: def"
<END SEQUENCE>

<DEFINE PANEL>   "bus: def"
<FORMAT> "Full"
A bus is circuitry that the computer uses to transmit information from one part of the system to another. For example, the computer uses the SCSI bus to send information to and from the hard disk.

<END PANEL>

<DEFINE SEQUENCE>"Definitions byte",   "byte"
     <SEQUENCE PROMPT SET> **"Standard Prompts"**
          <PANEL>   "byte: def"
<END SEQUENCE>

<DEFINE PANEL>   "byte: def"
                         <FORMAT> "Full"
                         A byte is a set of bits (binary digits, the smallest unit of data that the computer
                         can process). In most computer systems, a byte is 8 bits.

                         The amount of information that can be stored on a disk and the amount of
                         memory that a computer uses to process information are measured in bytes,
                         kilobytes (K), and megabytes (MB).
<END PANEL>

<DEFINE SEQUENCE>"Definitions CD-ROM disc",   "CD-ROM disc"
        <SEQUENCE PROMPT SET>   "Standard Prompts"
                <PANEL>   "CD-ROM disc: def"
<END SEQUENCE>

<DEFINE PANEL>   "CD-ROM disc: def"
                         <FORMAT> "Full"
                         CD-ROM stands for "compact disc, read-only memory." A CD-ROM disc can hold
                         more than 500 megabytes (MB) of programs and files, often including digital
                         audio and video. Because it is "read-only," you cannot change or save files on a
                         CD-ROM disc.

                         A CD-ROM disc is physically identical to a CD audio disc. If you have a CD-ROM
                         drive, you can play CD audio discs on your computer using the AppleCD Audio
                         Player program.
<END PANEL>

<DEFINE SEQUENCE>"Definitions central processing unit (CPU)",   "central processing unit (CPU)"
        <SEQUENCE PROMPT SET>   "Standard Prompts"
                <PANEL>   "CPU: def"
<END SEQUENCE>

<DEFINE PANEL>   "CPU: def"
                         <FORMAT> "Full"
                         The central processing unit (CPU) is the "brain" of the computer, the
                         microprocessor that controls the different components of the computer system
                         (including other processors).

                         Processors and other silicon-based components that contain microscopic
                         integrated circuits are commonly referred to as chips.
<END PANEL>

<DEFINE SEQUENCE>"Definitions chip",   "chip"
        <SEQUENCE PROMPT SET>   "Standard Prompts"
                <PANEL>   "chip: def"
<END SEQUENCE>

<DEFINE PANEL>   "chip: def"

<FORMAT> "Full"
A chip is a silicon-based computer component that contains a microscopic integrated circuit. Most chips are designed for specific functions. For example, your computer's CPU (central processing unit) is a chip, and the contents of its RAM (random-access memory) are stored on chips.
<END PANEL>

<DEFINE SEQUENCE> **"Definitions Chooser","Chooser"**
  <SEQUENCE PROMPT SET> **"Standard Prompts"**
          <IF>   GXInstalled()
                  <PANEL>   "ChooserGX: def"
          <ELSE>
                  <PANEL>   "Chooser: def"
          <END IF>
<END SEQUENCE>

<DEFINE PANEL> "ChooserGX: def"
                  <FORMAT> "Full"
                  The Chooser is a program you use to tell the computer what equipment you want to use (for example, which printer to use, or which shared disk to connect to). You use the Chooser to select equipment connected directly to your computer, or equipment connected over a network.

                  The Chooser is in the Apple (□) menu.
<END PANEL>

<DEFINE PANEL>   "Chooser: def"
                  <FORMAT> "Full"
                  The Chooser is a program you use to tell the computer what equipment you want to use (for example, which printer to use, or which shared disk to connect to). You use the Chooser to select equipment connected directly to your computer, or equipment connected over a network.

                  The Chooser is in the Apple (□) menu.
        <PANEL PROMPT>   "Standard Prompts"
<END PANEL>

<DEFINE SEQUENCE>"Definitions clipping" , "clipping"
                <PANEL>   "clipping: def"
<END SEQUENCE>

<DEFINE PANEL>   "clipping: def"

<FORMAT> "Full"
A clipping file contains text, a picture, a movie, or sound that you selected in another document and copied by dragging it. You can see the content of the file (or a description of the content) by opening the clipping.

A clipping is created and named automatically when you drag a selected item from a document to the desktop or to a folder or disk. Its name always contains "clipping."

You can recognize a
clipping file by its
jagged-edged icon.

<FORMAT> "ResetPen"
<PICT> 1066, Point(200,150)
<PANEL PROMPT>   "Standard Prompts"
<END PANEL>

<DEFINE SEQUENCE>"Definitions Clipboard", "Clipboard"
        <SEQUENCE PROMPT SET>   "Standard Prompts"
                <PANEL>   "Clipboard: def"
<END SEQUENCE>

<DEFINE PANEL>   "Clipboard: def"
                        <FORMAT> "Full"
                        The Clipboard is an area in the computer's memory that serves as a holding place for what you last cut or copied. Information on the Clipboard can be pasted into documents.
<END PANEL>

<DEFINE SEQUENCE>"Definitions computer clock",   "computer clock"
        <SEQUENCE PROMPT SET>   "Standard Prompts"
                <PANEL>   "clock: definition"
<END SEQUENCE>

<DEFINE PANEL>   "clock: definition"
                        <FORMAT> "Full"
                        Your computer has an internal clock that runs continuously. (A battery maintains the time and date when the computer is turned off.) The clock keeps track of when your files are created and changed.

                        You set the time and date using the Date & Time control panel.
<END PANEL>

<DEFINE SEQUENCE>"Definitions control panel",   "control panel"
        <SEQUENCE PROMPT SET>   "Standard Prompts"
                <PANEL>   "Control panel: def"
<END SEQUENCE>

<DEFINE PANEL>   "Control panel: def"
<FORMAT> "Full"
You use control panels to set up your computer system to work the way you want. You can change how the keyboard works, what the beep sounds like, how icons are arranged, and many other aspects of your system. Control panels are in the Control Panels folder inside the System Folder.

You can open the Control Panels folder by opening the Apple (□) menu and choosing Control Panels.

<END PANEL>

<DEFINE SEQUENCE>"Definitions coprocessor",   "coprocessor"
      <SEQUENCE PROMPT SET> **"Standard Prompts"**
            <PANEL>   "coprocessor: def"
<END SEQUENCE>

<DEFINE PANEL>   "coprocessor: def"
<FORMAT> "Full"
A coprocessor is a chip that performs certain types of computations for the central processing unit (CPU). The computer works faster as a result.

<END PANEL>

<DEFINE SEQUENCE>"Definitions default",   "default"
      <SEQUENCE PROMPT SET> **"Standard Prompts"**
            <PANEL>   "default: def"
<END SEQUENCE>

<DEFINE PANEL>   "default: def"
<FORMAT> "Full"
A default is a setting or option that the computer uses unless you make another choice.

<END PANEL>

<DEFINE SEQUENCE>"Definitions desktop pattern",   "desktop pattern"
    <SEQUENCE PROMPT SET>   **"Standard Prompts"**
            <PANEL>   "Desktop pattern: definition"
<END SEQUENCE>

<DEFINE PANEL>   "Desktop pattern: definition"
<FORMAT> "Full"
The background pattern (also called the desktop pattern) is the background design displayed on your screen. You can change the pattern using the Background Patterns panel.

<END PANEL>

<DEFINE SEQUENCE>"Definitions desktop",   "desktop"
      <SEQUENCE PROMPT SET> **"Standard Prompts"**
            <PANEL>   "desktop: def"
<END SEQUENCE>

<DEFINE PANEL>   "desktop: def"
<FORMAT> "Full"
The desktop is the background on which you use icons, menus, and windows.

The Finder program displays the desktop and keeps track of your files and disks.
<END PANEL>

<DEFINE SEQUENCE>"Definitions desktop printer",   "desktop printer"
     <SEQUENCE PROMPT SET> "Standard Prompts"
          <PANEL>   "DTPrinter:def"
<END SEQUENCE>

<DEFINE PANEL>   "DTPrinter:def"
<FORMAT> "Full"
A desktop printer is an icon representing a printer to which your computer is connected. You can have as many desktop printers as you want.

To print on a desktop printer, you drag the document to the printer icon (or by choosing Print from the File menu).

You can print on more than one desktop printer at a time.
<END PANEL>

<DEFINE SEQUENCE>"Definitions directory dialog box",   "directory dialog box"
     <SEQUENCE PROMPT SET> "Standard Prompts"
          <PANEL>   "standard file: def"
          <PANEL>   "standard file: features"
          <PANEL>   "standard file: switching directories"
          <PANEL>   "standard file: buttons"
<END SEQUENCE>

<DEFINE PANEL>   "standard file: def"
<FORMAT> "Full"
A directory dialog box appears when you
• save a document for the first time
• create another version of a document (by opening
  the File menu and choosing Save As)
• open a document while you're using a program (by
  opening the File menu and choosing Open)

You use the directory dialog box to name your document and decide where to store it. When you're opening a document, you can use the directory dialog box to locate the document that you want to open.
<END PANEL>

<DEFINE PANEL>   "standard file: features"

<FORMAT> "Full"
Directory dialog boxes differ slightly in different programs, but they all have certain features in common.

In the lower left is a place where you type the name of the document (when you're saving a document).

On the left is a list of files and folders contained inside the folder or disk that's named in the pop-up menu above the list. The list is called a directory.
<END PANEL>

<DEFINE PANEL>   "standard file: switching directories"
<FORMAT> "Full"
You can go to a higher-level directory by opening the pop-up menu and choosing a folder, disk, or the desktop (which is the top level).

You can go to a lower-level directory by opening an item listed in the current directory. Or you can go to a higher-level directory and open another folder or disk until you see the folder you want in the list.
<END PANEL>

<DEFINE PANEL>   "standard file: buttons"
<FORMAT> "Full"
Directory dialog boxes have several buttons. You use the Eject button to eject a floppy disk and you use the Desktop button to go directly to the top-level directory. Some programs have a New Folder button that you can use to create and name a new folder in the current directory.

You can use many keyboard commands when you're in a directory dialog box. For information, open the Guide menu (on the right side of the menu bar, with the ? icon) and choose Shortcuts.
<END PANEL>

<DEFINE SEQUENCE>"Definitions disk cache","disk cache"
        <SEQUENCE PROMPT SET>   "Standard Prompts"
                <PANEL>   "disk cache: def"
<END SEQUENCE>

<DEFINE PANEL>   "disk cache: def"
<FORMAT> "Full"
The disk cache is a portion of your computer's random-access memory (RAM) set aside to store frequently used information. The disk cache helps your programs run faster, but the RAM it uses is not available for opening programs.

You set the size of the disk cache in the Memory control panel.

<DEFINE SEQUENCE>"Definitions disk space", "disk space"
       <SEQUENCE PROMPT SET> **"Standard Prompts"**
            <PANEL> "disk space: def"
<END SEQUENCE>

<DEFINE PANEL> "disk space: def"
            <FORMAT> "Full"
            The amount of available disk space appears under the title bar of any window
            showing the contents of that disk (if the contents are displayed as icons or if
            you've checked the box labeled "Show disk info in header" box in the Views
            control panel).
<END PANEL>

<DEFINE SEQUENCE>"Definitions disk", "disk"
       <SEQUENCE PROMPT SET> **"Standard Prompts"**
            <PANEL> "disk: def"
<END SEQUENCE>

<DEFINE PANEL> "disk: def"
            <FORMAT> "Full"
            A disk is a flat, circular object with a magnetic surface. Computers store data
            (programs, documents, and other files) on disks as sets of magnetic signals.

            The two most common types of disks are floppy disks
            (made of flexible plastic and protected by a rigid plastic case) and hard disks
            (made of rigid metal and permanently sealed in a drive).
<END PANEL>

<DEFINE SEQUENCE>"Definitions document", "document"
       <SEQUENCE PROMPT SET> **"Standard Prompts"**
            <PANEL> "doc: def"
<END SEQUENCE>

<DEFINE PANEL> "doc: def"
            <FORMAT> "Full"
            A document is any piece of work you do on your computer that you save as a
            separate file. You create documents using application programs.
<END PANEL>

<DEFINE SEQUENCE>"Definitions DOS", "DOS"
       <SEQUENCE PROMPT SET> **"Standard Prompts"**
            <PANEL> "DOS: def"
<END SEQUENCE>

<DEFINE PANEL> "DOS: def"
            <FORMAT> "Full"
            DOS stands for Disk Operating System, and it usually refers to the system
            software used by the IBM Personal Computer and similar computers. Also called
            MS-DOS or PC-DOS.

<END PANEL>

<DEFINE SEQUENCE>"Definitions drop box",   "drop box"
      <SEQUENCE PROMPT SET> **"Standard Prompts"**
            <PANEL>   "drop box: def"
<END SEQUENCE>

<DEFINE PANEL>   "drop box: def"
                <FORMAT> "Full"
                A drop box is a shared folder on the network. Network users can put files and folders into the drop box, but only the owner can open it and see or change the items in the drop box.
<END PANEL>

<DEFINE SEQUENCE>"Definitions Everyone", "Everyone"
      <SEQUENCE PROMPT SET> **"Standard Prompts"**
            <PANEL>   "Everyone: def"
<END SEQUENCE>

<DEFINE PANEL>   "Everyone: def"
                <FORMAT> "Full"
                Everyone is a category of network users that includes every user on the network, whether registered on your computer or not. You need to turn on file sharing and guest access if you want to share files with everyone.
<END PANEL>

<DEFINE SEQUENCE>"Definitions expansion card",   "expansion card"
      <SEQUENCE PROMPT SET> **"Standard Prompts"**
            <PANEL>   "expansion card: def"
<END SEQUENCE>

<DEFINE PANEL>   "expansion card: def"
                <FORMAT> "Full"
                An expansion card is a circuit board installed in a computer's expansion slot. Expansion cards give the computer additional capabilities. For example, they may enable the computer to use video equipment or to connect to a specific type of network.
<END PANEL>

<DEFINE SEQUENCE>"Definitions expansion slot",   "expansion slot"
      <SEQUENCE PROMPT SET> **"Standard Prompts"**
            <PANEL>   "expansion slot: def"
<END SEQUENCE>

<DEFINE PANEL>   "expansion slot: def"
                <FORMAT> "Full"
                An expansion slot is a socket on a computer's main circuit board in which you can install an expansion card.
<END PANEL>

<DEFINE SEQUENCE>"Definitions file server", "file server"

<SEQUENCE PROMPT SET> **"Standard Prompts"**
    <PANEL> "file server: def"
<END SEQUENCE>

<DEFINE PANEL> "file server: def"
    <FORMAT> "Full"
    A file server is a computer on a network that is used only for storing shared files. Computers that are used for other purposes can also share files over the network.
<END PANEL>

<DEFINE SEQUENCE> "Definitions file sharing","file sharing"
    <SEQUENCE PROMPT SET> **"Standard Prompts"**
    <PANEL> "file sharing: def"
<END SEQUENCE>

<DEFINE PANEL> "file sharing: def"
    <FORMAT> "Full"
    With file sharing, a computer on a network can connect to a shared disk belonging to another computer and can access files on that disk.

    When you share files on your computer with others, you can set access privileges so that others can see and use the files only in the ways that you specify.
<END PANEL>

<DEFINE SEQUENCE> "Definitions file", "file"
    <SEQUENCE PROMPT SET> **"Standard Prompts"**
    <PANEL> "file: def"
<END SEQUENCE>

<DEFINE PANEL> "file: def"
    <FORMAT> "Full"
    A file is a collection of data of a certain type. Programs and documents are two types of files. Each file is represented by an icon.
<END PANEL>

<DEFINE SEQUENCE> "Definitions Finder", "Finder"
    <SEQUENCE PROMPT SET> **"Standard Prompts"**
    <PANEL> "Finder: def"
    <PANEL> "Finder: hidden tip"
<END SEQUENCE>

<DEFINE PANEL> "Finder: def"

<FORMAT> "Full"
The Finder is the program that displays the desktop, opens and closes windows, and keeps track of the files on your disks.

The Finder is always open (although it may be hidden). You can usually make the Finder the active program by choosing it from the Application menu, clicking an icon on the desktop, clicking the desktop, or clicking a disk or folder window.

<PANEL PROMPT>   "Prompt Override: 24"
<END PANEL>

<DEFINE PANEL>   "Finder: hidden tip"
                     <FORMAT> "Tag"
                                Tip

                                <FORMAT> "Body"
                                Occasionally the Finder may be hidden. You can tell that the Finder is hidden if the icons of the startup disk and the Trash don't appear on the desktop whenever you are using an application program.

                                You make the Finder active (and display the startup disk and Trash icons) by choosing Finder from the Application menu (at the right end of the menu bar). You can also use the General Controls panel to turn off Finder hiding (by placing an X in the box labeled "Show Desktop when in background").
<END PANEL>

<DEFINE SEQUENCE>"Definitions folder",   "folder"
        <SEQUENCE PROMPT SET>   **"Standard Prompts"**
              <PANEL>   "folder: def"
<END SEQUENCE>

<DEFINE PANEL>   "folder: def"
                     <FORMAT> "Full"
                     A folder is a container for programs, documents, and other folders. You can use folders to organize your files.

                     You create a new folder by opening the File menu and choosing New Folder.

                     When you open a folder, a window appears, showing the contents of the folder.

                     A dark tab at the top of a folder icon indicates that the contents of the folder are shared.
<END PANEL>

<DEFINE SEQUENCE>"Definitions font",   "font"
        <SEQUENCE PROMPT SET>   **"Standard Prompts"**
              <PANEL>   "font: def"
              <PANEL>   "outline font: def"

        \<PANEL\>   "bitmap font: def"
\<END SEQUENCE\>

\<DEFINE PANEL\>   "font: def"
                     \<FORMAT\> "Full"
                     A font is a set of characters and symbols in a distinctive typographic design.

                     Your computer uses two types of fonts: outline fonts and bitmap fonts.
\<END PANEL\>

\<DEFINE PANEL\>   "outline font: def"
                     \<FORMAT\> "Full"
                     Outline fonts (also called TrueType, scalable, or variable-size fonts) can appear
                     in any size. Each character is described as a mathematical formula.
\<END PANEL\>

\<DEFINE PANEL\>   "bitmap font: def"
                     \<FORMAT\> "Full"
                     Bitmap fonts (also called fixed-size fonts) appear only in certain sizes, because
                     each character is a grid of dots (a bitmap).
\<END PANEL\>

\<DEFINE SEQUENCE\>"Definitions guest",   "guest"
       \<SEQUENCE PROMPT SET\> **"Standard Prompts"**
             \<PANEL\>   "guest: def"
\<END SEQUENCE\>

\<DEFINE PANEL\>   "guest: def"
                     \<FORMAT\> "Full"
                     A guest is a network user who is not registered on a computer that has shared
                     files. Shared disks on the network can either allow or deny guest access.
\<END PANEL\>

\<DEFINE SEQUENCE\>"Definitions highlighting",   "highlighting"
       \<SEQUENCE PROMPT SET\> **"Standard Prompts"**
             \<PANEL\>   "Highlighting: def"
\<END SEQUENCE\>

\<DEFINE PANEL\>   "Highlighting: def"
                     \<FORMAT\> "Full"
                     Highlighting is a visual indication that you've selected text, an icon, or another
                     item on screen. The item usually changes color to indicate that it is selected. If
                     your computer displays colors, you can change the highlight color using the Color
                     control panel.

                     Whatever you have selected is usually the object of your next action.

<END PANEL>

<DEFINE SEQUENCE>"Definitions icon view",   "icon view"
        <SEQUENCE PROMPT SET>   **"Standard Prompts"**
                <PANEL> "view: def"
<END SEQUENCE>

<DEFINE SEQUENCE>"Definitions icon",   "icon"
        <SEQUENCE PROMPT SET>   **"Standard Prompts"**
                <PANEL> "icon: def"
<END SEQUENCE>

<DEFINE PANEL>   "icon: def"
                        <FORMAT> "Full"
                        An icon is a small picture that represents a disk, folder, program, or document.
                        You work with these items (for example, open, copy, or move them) by
                        manipulating their icons.
        <PICT> 1020, Center
<END PANEL>

<DEFINE SEQUENCE>"Definitions initializing", "initializing"
        <SEQUENCE PROMPT SET>   **"Standard Prompts"**
                <PANEL>   "Initializing: definition"
<END SEQUENCE>

<DEFINE PANEL>   "Initializing: definition"
                        <FORMAT> "Full"
                        Initializing is the process of preparing a blank disk to store information. When
                        you initialize a disk, magnetic signals are placed on the disk's surface indicating
                        locations for storing information.

                        When you initialize a disk, any information that's already on the disk is erased.
<END PANEL>

<DEFINE SEQUENCE>"Definitions Installer",   "Installer"
        <SEQUENCE PROMPT SET>   **"Standard Prompts"**
                <PANEL>   "Installer: def"
<END SEQUENCE>

<DEFINE PANEL>   "Installer: def"
                        <FORMAT> "Full"
                        The Installer is a program that you use to install or update system software (the
                        software that operates your computer) and software for printing and networking.
<END PANEL>

<DEFINE SEQUENCE>"Definitions keyboard command",   "keyboard command"
        <SEQUENCE PROMPT SET>   **"Standard Prompts"**
                <PANEL>   "keyboard command: def"

<END SEQUENCE>

<DEFINE PANEL>   "keyboard command: def"
                   <FORMAT> "Full"
                   A keyboard command is a combination of keys that sends a command to the computer, as if you had chosen an item from a menu or clicked a button. At least one key in the combination is the † key or another modifier key (Shift, Option, or Control).

For example, typing †-F is a shortcut for the Find command in the File menu.

Keyboard commands are listed next to the menu items they correspond with. You can find more shortcuts by opening the Guide menu (on the right with the ? icon) and choosing Shortcuts.
<END PANEL>

<DEFINE SEQUENCE>"Definitions keyboard layout",   "keyboard layout"
       <SEQUENCE PROMPT SET> **"Standard Prompts"**
               <PANEL>   "Keyboard layout: def"
<END SEQUENCE>

<DEFINE PANEL>   "Keyboard layout: def"
                   <FORMAT> "Full"
                   A keyboard layout tells the computer which characters are assigned to which keys on the keyboard. One or more keyboard layouts are part of your system software; you can purchase other layouts.

You use the Keyboard control panel to change keyboard layouts or to designate a default layout. In countries where two or more languages are used frequently, the system software also includes a Keyboard menu, which you can use to switch rapidly from one layout to another.
<END PANEL>

<DEFINE SEQUENCE>"Definitions kilobyte (K)",   "kilobyte (K)"
       <SEQUENCE PROMPT SET> **"Standard Prompts"**
               <PANEL>   "kilobyte: def"
<END SEQUENCE>

<DEFINE PANEL>   "kilobyte: def"
                   <FORMAT> "Full"
                   A kilobyte (K) is 1024 bytes (in most computer systems, a byte is 8 bits). Kilobytes (along with megabytes) are used to measure memory and disk storage space.
<END PANEL>

<DEFINE SEQUENCE>"Definitions list view",   "list view"
       <SEQUENCE PROMPT SET> **"Standard Prompts"**
               <PANEL> "view: def"
<END SEQUENCE>

<DEFINE SEQUENCE>"Definitions LocalTalk",   "LocalTalk"
      <SEQUENCE PROMPT SET>   "Standard Prompts"
            <PANEL>   "LocalTalk: def"
<END SEQUENCE>

<DEFINE PANEL>   "LocalTalk: def"
                  <FORMAT> "Full"
                  LocalTalk is the name for a system of cables and connectors that connect
                  computers, printers, and other network devices as part of the AppleTalk network
                  system. A LocalTalk connector is built into every Macintosh.
<END PANEL>

<DEFINE SEQUENCE>"Definitions megabyte (MB)",   "megabyte (MB)"
      <SEQUENCE PROMPT SET>   "Standard Prompts"
            <PANEL>   "megabyte: def"
<END SEQUENCE>

<DEFINE PANEL>   "megabyte: def"
                  <FORMAT> "Full"
                  A megabyte (MB) is 1024 kilobytes (K), or 1,048,576 bytes
                  (in most computer systems, a byte is 8 bits). Megabytes are used to measure
                  memory and disk storage space.
<END PANEL>

<DEFINE SEQUENCE>"Definitions memory",   "memory"
      <SEQUENCE PROMPT SET>   "Standard Prompts"
            <PANEL> "Memory: def"
<END SEQUENCE>

<DEFINE PANEL>   "Memory: def"
                  <FORMAT> "Full"
                  Memory usually refers to random-access memory
                  (RAM), which is the electronic circuitry that the computer uses to process and
                  temporarily hold information. The circuitry is contained in chips that are mounted
                  on the computer's main circuit board.

                  Memory is measured in kilobytes (K) and megabytes
                  (MB). Do not confuse memory with disk storage space, which is usually
                  measured the same way.
<END PANEL>

<DEFINE SEQUENCE>"Definitions menu",   "menu"
      <SEQUENCE PROMPT SET>   "Standard Prompts"
            <PANEL> "menu: def"
<END SEQUENCE>

<DEFINE PANEL>   "menu: def"

<FORMAT> "Full"
You use a menu to choose a command. To use a menu, you press the menu title to open it (the menu either
"pulls down" or "pops up"), drag to the item you want, and then release the mouse or trackball button.

Menus are in the menu bar (at the top of the screen) and in boxes that offer you choices.
<FORMAT> "ResetPen"
<PICT> 1026, Point(40,70)
<END PANEL>

<DEFINE SEQUENCE>"Definitions modem",   "modem"
        <SEQUENCE PROMPT SET>   "Standard Prompts"
                <PANEL>   "modem: def"
<END SEQUENCE>

<DEFINE PANEL>   "modem: def"
                <FORMAT> "Full"
                A modem is a device that enables a computer to communicate with another
                computer over ordinary telephone lines. A modem converts digital information
                into analog signals that can be transmitted over telephone lines.
<END PANEL>

<DEFINE SEQUENCE>"Definitions monitor",   "monitor"
        <SEQUENCE PROMPT SET>   "Standard Prompts"
                <PANEL>   "monitor: def"
<END SEQUENCE>

<DEFINE PANEL>   "monitor: def"

<FORMAT> "Full"
A monitor is a display device (like a video screen) that lets you see what your computer is doing and how you are interacting with it.

Some monitors are built into the computer's case, and some are attached with cables.

You can use more than one monitor with most Macintosh computers. You set up your monitors with the Monitors control panel.

Monitors are usually cathode-ray tubes (used with desktop computers) or liquid-crystal displays (used with portable computers).
<END PANEL>

<DEFINE SEQUENCE>"Definitions network services",   "network services"
   <SEQUENCE PROMPT SET> **"Standard Prompts"**
     <PANEL> "Network services: def"
<END SEQUENCE>

<DEFINE PANEL> "Network services: def"
     <FORMAT> "Full"
     Network services include electronic mail, file servers and shared disks (which store shared files), shared printers, shared modems, and other hardware and software components available to computers that are connected together to form a network.

     Network services are usually maintained by a network administrator.
<END PANEL>

<DEFINE SEQUENCE>"Definitions network",   "network"
   <SEQUENCE PROMPT SET> **"Standard Prompts"**
     <PANEL> "network: def"
<END SEQUENCE>

<DEFINE PANEL> "network: def"
     <FORMAT> "Full"
     A network is a system of computers, printers, and other hardware connected by cables or other media and networking software. A network enables computer users to share files and printers and to exchange electronic mail.
<END PANEL>

<DEFINE SEQUENCE>"Definitions Note Pad", "Note Pad"
   <SEQUENCE PROMPT SET> **"Standard Prompts"**
     <PANEL> "Note Pad: def"
<END SEQUENCE>

<DEFINE PANEL> "Note Pad: def"

<FORMAT> "Full"
The Note Pad is a program that you can use to store small amounts of text. (The Note Pad appears in the Apple (□) menu.)

You open the Note Pad by opening the Apple (□) menu and choosing Note Pad. You click the lower-left corner to turn the pages.
<END PANEL>

<DEFINE SEQUENCE>"Definitions NuBus",   "NuBus"
  <SEQUENCE PROMPT SET> **"Standard Prompts"**
    <PANEL> "NuBus: def"
<END SEQUENCE>

<DEFINE PANEL> "NuBus: def"
    <FORMAT> "Full"
    NuBus is a type of bus used to transfer information between expansion cards and the computer's main circuit board.
<END PANEL>

<DEFINE SEQUENCE>"Definitions open program",   "open program"
  <SEQUENCE PROMPT SET> **"Standard Prompts"**
    <PANEL> "open program: def"
<END SEQUENCE>

<DEFINE PANEL> "open program: def"
    <FORMAT> "Full"
    You need to open a program in order to work with documents in that program. You can have several programs open at the same time.

    An open program sets aside part of your computer's memory whether you're using the program or not. Open programs are listed in the Application menu.

    You can switch to an open program (that is, make it the active program) by choosing its name from the Application menu, by clicking one of its windows, or by double-clicking its icon.
  <COACH MARK>"CoachMark: 31"
<END PANEL>

<DEFINE SEQUENCE>"Definitions outline font",   "outline font"
  <SEQUENCE PROMPT SET> **"Standard Prompts"**
    <PANEL> "font: def"
    <PANEL> "outline font: def"
<END SEQUENCE>

<DEFINE SEQUENCE>"Definitions PICT",   "PICT"
  <SEQUENCE PROMPT SET> **"Standard Prompts"**
    <PANEL> "PICT: def"

<END SEQUENCE>

<DEFINE PANEL> "PICT: def"
         <FORMAT> "Full"
         PICT is a file format used by many drawing and page layout programs. By saving
         a file in PICT format you can easily transfer it to another program that can read
         the format.
<END PANEL>

<DEFINE SEQUENCE>"Definitions pixel", "pixel"
   <SEQUENCE PROMPT SET> **"Standard Prompts"**
     <PANEL> "pixel: def"
<END SEQUENCE>

<DEFINE PANEL> "pixel: def"
         <FORMAT> "Full"
         A pixel (picture element) is the smallest dot that the monitor can display.
<END PANEL>

<DEFINE SEQUENCE>"Definitions port", "port"
   <SEQUENCE PROMPT SET> **"Standard Prompts"**
     <PANEL> "port: def"
<END SEQUENCE>

<DEFINE PANEL> "port: def"
         <FORMAT> "Full"
         A port is a socket into which you plug a cable to connect equipment such as a
         monitor, external hard disk, or printer to your computer.
<END PANEL>

<DEFINE SEQUENCE>"Definitions portable digital document", "portable digital document"
   <SEQUENCE PROMPT SET> **"Standard Prompts"**
     <PANEL> "PDD:def"
<END SEQUENCE>

<DEFINE PANEL> "PDD:def"
         <FORMAT> "Full"
         A Portable Digital Document is a special file format that contains all of the graphic
         and typographic information from the original document. You can create a PDD
         from any application.

         You use PDDs to exchange documents with other computer users who may not
         have the same fonts and application programs you use.

         You can open, view, and print a PDD from any computer that has QuickDraw GX
         installed, even if the application and fonts used to create the document are not
         installed on that computer.

<DEFINE SEQUENCE> "Definitions printer software",   "printer software"
      <SEQUENCE PROMPT SET> **"Standard Prompts"**
          <PANEL>   "printer driver: def"
<END SEQUENCE>

<DEFINE PANEL>   "printer driver: def"
                    <FORMAT> "Full"
                    Printer software (or printer drivers) enables your computer to communicate with specific types of printers. Printer software for most Apple printers comes with your computer. When you buy a printer, it comes with printer software.
<END PANEL>

<DEFINE SEQUENCE> "Definitions program linking",   "program linking"
      <SEQUENCE PROMPT SET> **"Standard Prompts"**
          <PANEL>   "program linking: def"
<END SEQUENCE>

<DEFINE PANEL>   "program linking: def"
                    <FORMAT> "Full"
                    Program linking allows programs to exchange information between documents and communicate directly with each other.
<END PANEL>

<DEFINE SEQUENCE> "Definitions program",   "program"
      <SEQUENCE PROMPT SET> **"Standard Prompts"**
          <PANEL>   "program: def"
<END SEQUENCE>

<DEFINE PANEL>   "program: def"
                    <FORMAT> "Full"
                    A program is a set of instructions and objects that instructs the computer to perform certain tasks.

                    Most programs fit into one of two categories: application programs, which you use to do your work on the computer, and system software, which operates the computer.
<END PANEL>

<DEFINE SEQUENCE> "Definitions QuickTime", "QuickTime"
      <SEQUENCE PROMPT SET> **"Standard Prompts"**
          <PANEL>   "QuickTime: def"
<END SEQUENCE>

<DEFINE PANEL>   "QuickTime: def"

<FORMAT> "Full"
QuickTime is a system extension that gives your computer the capability to use digitized video and audio files. You can buy a variety of programs to create and play video and audio documents.

QuickTime is installed in the Extensions folder inside the System Folder.
<END PANEL>

<DEFINE SEQUENCE>"Definitions RAM disk", "RAM disk"
    <SEQUENCE PROMPT SET>   "Standard Prompts"
        <PANEL>   "RAM disk: def"
<END SEQUENCE>

<DEFINE PANEL>   "RAM disk: def"
                    <FORMAT> "Full"
                    A RAM disk is a portion of your computer's random-access memory that you set aside to store programs and other files temporarily. A RAM disk is faster than a hard disk or a floppy disk and consumes less power, but the contents of a RAM disk are lost if power is interrupted.

                    (Some computers, including PowerBook models, provide battery back-up so that a RAM disk's contents are protected for a period of time even if the primary power source is interrupted.)

                    Memory set aside for a RAM disk is not available for opening programs.
<END PANEL>

<DEFINE SEQUENCE>"Definitions random-access memory (RAM)",   "random-access memory (RAM)"
        <SEQUENCE PROMPT SET>   "Standard Prompts"
            <PANEL>   "RAM: def"
<END SEQUENCE>

<DEFINE PANEL>   "RAM: def"
                    <FORMAT> "Full"
                    Random-access memory (RAM) is the electronic circuitry that the computer uses to process and temporarily hold information. The circuitry is usually contained in chips that are mounted on the computer's main circuit board.

                    The information stored in RAM is lost when the computer is turned off. Information you want to keep needs to be saved on a disk.
<END PANEL>

<DEFINE SEQUENCE>"Definitions read-only memory (ROM)", "read-only memory (ROM)"
        <SEQUENCE PROMPT SET>   "Standard Prompts"
            <PANEL>   "ROM: def"
<END SEQUENCE>

<DEFINE PANEL>   "ROM: def"
                    <FORMAT> "Full"
                    Read-only memory (ROM) is electronic circuitry that permanently holds programs
                    and other information that a computer uses to operate.

                    The contents of ROM are installed during manufacturing and cannot be changed.
<END PANEL>

<DEFINE SEQUENCE>"Definitions registered user or group",   "registered user or group"
        <SEQUENCE PROMPT SET>   "Standard Prompts"
                <PANEL>   "registered user or group: def"
<END SEQUENCE>

<DEFINE PANEL>   "registered user or group: def"
                    <FORMAT> "Full"
                    A registered user is someone whose name and password are listed on a
                    computer on a network. The owner of that computer can give the user specific
                    access privileges to files on shared disks connected to that computer.

                    A registered group is a collection of registered users. The owner of a computer
                    can give specific access privileges to the group.
<END PANEL>

<DEFINE SEQUENCE>"Definitions Scrapbook","Scrapbook"
        <SEQUENCE PROMPT SET>   "Standard Prompts"
                <PANEL>   "Scrapbook: def"
<END SEQUENCE>

<DEFINE PANEL>   "Scrapbook: def"
                    <FORMAT> "Full"
                    The Scrapbook is a program that you can use to store text, graphics, sounds,
                    and other information that you frequently include in your documents.

                    The Scrapbook is listed in the Apple (□) menu. You use the scroll bar to view the
                    contents of the Scrapbook.

                    To copy, store, or delete Scrapbook items, you use the commands in the Edit
                    menu. You can also drag the item displayed in the Scrapbook to a document or
                    save it as a clipping file by dragging it to the desktop or to a disk or folder.
<END PANEL>

<DEFINE SEQUENCE>"Definitions SCSI chain",   "SCSI chain"
        <SEQUENCE PROMPT SET>   "Standard Prompts"
                <PANEL>   "SCSI chain: def"
<END SEQUENCE>

<DEFINE PANEL>   "SCSI chain: def"

<FORMAT> "Full"
A SCSI chain is a series of SCSI devices (such as hard disks, scanners, CD-ROM drives) connected to one another. The first device in the series is connected to the computer.

Each device in the chain must have a unique SCSI ID number (or else the computer may not work properly).
<END PANEL>

<DEFINE SEQUENCE>"Definitions SCSI ID number",   "SCSI ID number"
  <SEQUENCE PROMPT SET>   "Standard Prompts"
    <PANEL> "SCSI ID: def"
<END SEQUENCE>

<DEFINE PANEL> "SCSI ID: def"
      <FORMAT> "Full"
      A SCSI ID number is the number assigned to a SCSI device (such as a hard disk or scanner) connected to the computer. Each device in a SCSI chain needs a unique ID number between 1 and 6. The number 0 is assigned to the internal hard disk, 7 is assigned to the computer itself.
<END PANEL>

<DEFINE SEQUENCE>"Definitions SCSI terminator",   "SCSI terminator"
  <SEQUENCE PROMPT SET>   "Standard Prompts"
    <PANEL> "SCSI terminator: def"
<END SEQUENCE>

<DEFINE PANEL> "SCSI terminator: def"
      <FORMAT> "Full"
      A SCSI terminator is a device that maintains the integrity of the electrical signals traveling through a SCSI chain.

A SCSI chain needs two terminators: one at each end of the chain. Most computers and some external SCSI devices have a terminator built in.
<END PANEL>

<DEFINE SEQUENCE>"Definitions SCSI",   "SCSI"
  <SEQUENCE PROMPT SET>   "Standard Prompts"
    <PANEL> "SCSI: def"
<END SEQUENCE>

<DEFINE PANEL> "SCSI: def"
      <FORMAT> "Full"
      SCSI (Small Computer System Interface) is a set of rules and standards that specify how hard disks, scanners, CD-ROM drives, and other peripheral devices communicate with the computer they're connected to.
<END PANEL>

<DEFINE SEQUENCE>"Definitions serial port", "serial port"
  <SEQUENCE PROMPT SET>   "Standard Prompts"

\<PANEL\> "serial port: def"
\<END SEQUENCE\>

\<DEFINE PANEL\>   "serial port: def"
    \<FORMAT\> "Full"
    A serial port is a socket for connecting devices that transmit and receive data one
    bit at a time. Most printers and modems use a serial port.
\<END PANEL\>

\<DEFINE SEQUENCE\>"Definitions shared disk",   "shared disk"
    \<SEQUENCE PROMPT SET\> **"Standard Prompts"**
        \<PANEL\> "shared disk: def"
\<END SEQUENCE\>

\<DEFINE PANEL\>   "shared disk: def"
    \<FORMAT\> "Full"
    A shared disk is a hard disk or a folder containing items that are available to
    others on a network. Shared disks can be on a file server, which is a computer
    dedicated to storing shared files, or on individually owned computers that are
    also used for other purposes.
\<END PANEL\>

\<DEFINE SEQUENCE\>"Definitions Shift-clicking",   "Shift-clicking"
    \<SEQUENCE PROMPT SET\> **"Standard Prompts"**
        \<PANEL\> "Shift-clicking: def"
\<END SEQUENCE\>

\<DEFINE PANEL\>   "Shift-clicking: def"
    \<FORMAT\> "Full"
    Shift-clicking is a way to select more than one item at a time in a list or window.
    You hold down the Shift key as you click the items you want to select.
\<END PANEL\>

\<DEFINE SEQUENCE\>"Definitions Shift-dragging",   "Shift-dragging"
    \<SEQUENCE PROMPT SET\> **"Standard Prompts"**
        \<PANEL\>   "Shift-dragging: def"
\<END SEQUENCE\>

\<DEFINE PANEL\>   "Shift-dragging: def"
    \<FORMAT\> "Full"
    Shift-dragging is a way to select several items in a window or dialog box. You
    hold down the Shift key as you drag over the items you want to select.
\<END PANEL\>

#\<DEFINE SEQUENCE\>   "Definitions SCSI",   "Small Computer System Interface"
    #\<SEQUENCE PROMPT SET\> **"Standard Prompts"**
        #\<PANEL\>   "SCSI: def"
#\<END SEQUENCE\>

<DEFINE SEQUENCE>"Definitions startup disk",   "startup disk"
          <SEQUENCE PROMPT SET>   "Standard Prompts"
                    <PANEL>   "startup disk: def"
<END SEQUENCE>

<DEFINE PANEL>   "startup disk: def"
                    <FORMAT> "Full"
                    A startup disk is a disk that has a System Folder with system software inside it.
                    The computer uses system software to start itself up, keep track of your files, run
                    your programs, manage network connections, and operate itself.

                    The startup disk must contain the correct version of system software for your
                    computer, or your computer may not work properly.
<END PANEL>

<DEFINE SEQUENCE>"Definitions stationery pad",   "stationery pad"
          <SEQUENCE PROMPT SET>   "Standard Prompts"
                    <PANEL> "stationery: def"
<END SEQUENCE>

<DEFINE PANEL>   "stationery: def"
                    <FORMAT> "Full"
                    Any document can be saved as a stationery pad, which retains its contents and
                    serves as a template for other documents. When you open a stationery pad, a
                    copy of the pad is created for you to work on, while the original pad remains
                    unchanged.
<END PANEL>

<DEFINE SEQUENCE>"Definitions suitcase",   "suitcase"
          <SEQUENCE PROMPT SET>   "Standard Prompts"
                    <PANEL>   "suitcase: def"
<END SEQUENCE>

<DEFINE PANEL>   "suitcase: def"
                    <FORMAT> "Full"
                    A suitcase is a type of file that holds system software resources (such as fonts,
                    sounds, and keyboard layouts) or desk accessories.

                    You open a suitcase (as you would a folder) to see the files it contains. A suitcase
                    is different from a folder because a suitcase usually contains files of only one
                    type.
<END PANEL>

<DEFINE SEQUENCE>"Definitions system enabler",   "system enabler"
          <SEQUENCE PROMPT SET>   "Standard Prompts"
                    <PANEL>   "system enabler: def"
<END SEQUENCE>

<DEFINE PANEL>   "system enabler: def"
<FORMAT> "Full"
A system enabler is a file that's part of the system software. Some models of the Macintosh need a specific system enabler in order to use system software properly. System enablers are automatically installed along with the rest of the system software.
<END PANEL>

<DEFINE SEQUENCE>"Definitions system extension",   "system extension"
      <SEQUENCE PROMPT SET>   **"Standard Prompts"**
            <PANEL> "system extension: def"
<END SEQUENCE>

<DEFINE PANEL>   "system extension: def"
<FORMAT> "Full"
A system extension is a file that adds features to your computer's system software. It is automatically stored in the Extensions folder inside the System Folder when you install software or when you drag the extension to the System Folder icon.
<END PANEL>

<DEFINE SEQUENCE>"Definitions System file",   "System file"
      <SEQUENCE PROMPT SET>   **"Standard Prompts"**
            <PANEL> "System file: def"
<END SEQUENCE>

<DEFINE PANEL>   "System file: def"
<FORMAT> "Full"
The System file contains files that your computer uses to operate itself and run your programs. You can open the System file, you can see some of the files it contains (such as sounds and keyboard layouts).
<END PANEL>

<DEFINE SEQUENCE>"Definitions System Folder",   "System Folder"
      <SEQUENCE PROMPT SET>   **"Standard Prompts"**
            <PANEL> "System Folder: def"
<END SEQUENCE>

<DEFINE PANEL>   "System Folder: def"
<FORMAT> "Full"
The System Folder contains the system software, which your computer uses to start itself up, keep track of your files, run your programs, manage connections to networks and to other equipment, and so on.

The System Folder also contains several folders that store files of a certain type. When you drag one of these files (such as a font or a control panel) to the System Folder icon, the item is automatically stored in the appropriate folder.
<END PANEL>

<DEFINE SEQUENCE>"Definitions system software",   "system software"
　　　　<SEQUENCE PROMPT SET>　**"Standard Prompts"**
　　　　　　　<PANEL> "SSW: def"
<END SEQUENCE>

<DEFINE PANEL>　　　"SSW: def"
　　　　　　　　　　<FORMAT> "Full"
　　　　　　　　　　System software is the set of programs and other files that your computer uses to
　　　　　　　　　　start itself up, keep track of your files, open your programs, manage connections
　　　　　　　　　　to networks and to other equipment, and so on.

　　　　　　　　　　System software is stored in the System Folder. Different models of the computer
　　　　　　　　　　may need different versions of system software.

　　　　　　　　　　System software is usually installed when the computer is built. You can use the
　　　　　　　　　　Installer program to reinstall or update system software. See the instructions in
　　　　　　　　　　the documentation that came with your computer.
<END PANEL>

<DEFINE SEQUENCE>"Definitions translator", "file translator"
　　　　<SEQUENCE PROMPT SET>　**"Standard Prompts"**
　　　　　　　<PANEL>　　　"translator: def"
<END SEQUENCE>

<DEFINE PANEL>　　　"translator: def"
　　　　　　　　　　<FORMAT> "Full"
　　　　　　　　　　A file translator is a specially configured file that converts data from one format to
　　　　　　　　　　another. For example, a translator might convert a spreadsheet file created by
　　　　　　　　　　one program to the format used by a different program.
<END PANEL>

<DEFINE SEQUENCE>"Definitions Trash",　　"Trash"
　　　　<SEQUENCE PROMPT SET>　**"Standard Prompts"**
　　　　　　　<PANEL>　　　"Trash: def"
<END SEQUENCE>

<DEFINE PANEL>　　　"Trash: def"
　　　　　　　　　　<FORMAT> "Full"
　　　　　　　　　　The Trash is for items you want to remove from a disk. You drag the files you no
　　　　　　　　　　longer want or need to the Trash, then choose Empty Trash from the Special
　　　　　　　　　　menu to erase the files from your disk.

　　　　　　　　　　You can retrieve items from the Trash (unless you have emptied it) by opening
　　　　　　　　　　the Trash, selecting the items, opening the File menu, and choosing Put Away.
　　　　　　　　　　The files go back to where they were before you put them in the Trash.
　　　　　　　　<COACH MARK>"Finder Desktop Trash"

<END PANEL>

<DEFINE SEQUENCE>"Definitions view",   "view"
      <SEQUENCE PROMPT SET> **"Standard Prompts"**
         <PANEL> "view: def"
<END SEQUENCE>

<DEFINE PANEL>   "view: def"
         <FORMAT> "Full"
         A view is a way of looking at the contents of a folder or a disk. You can look at the contents of a disk or folder window in an icon view (files appear as icons or small icons) or in a list view (files are listed by name, size, kind, label, date, or version).

         You open the View menu to choose the view you want. You can change the way items appear in windows by using the Views control panel.
<END PANEL>

<DEFINE SEQUENCE>"Definitions virtual memory",   "virtual memory"
      <SEQUENCE PROMPT SET> **"Standard Prompts"**
         <PANEL>   "VM: def"
<END SEQUENCE>

<DEFINE PANEL>   "VM: def"
         <FORMAT> "Full"
         Virtual memory is space on your hard disk that your computer uses as if it were random-access memory
         (RAM).

         You use the Memory control panel to set up virtual memory.
<END PANEL>

<DEFINE SEQUENCE>"Definitions window",   "window"
      <SEQUENCE PROMPT SET> **"Standard Prompts"**
         <PANEL> "window: def"
<END SEQUENCE>

<DEFINE PANEL>   "window: def"
         <FORMAT> "Full"
         A window is a rectangle on the screen that displays the contents of a disk, folder, or document. Some windows display messages or offer choices.
      <PICT> 1028, Center
<END PANEL>

<DEFINE SEQUENCE>"Definitions Launcher", "Launcher"
         <PANEL> "Launcher: def"
         <PANEL> "Launcher: def2"
<END SEQUENCE>

<DEFINE PANEL>   "Launcher: def"

<FORMAT> "Full"
The Launcher is a special window that contains buttons you use to open programs and other items. You click a Launcher button once to open the item it represents.

A group of items can be placed in the Launcher under a horizontal button. You click a horizontal button to display the items in its group.

You can add or change the contents of the Launcher to suit your needs.
        <PANEL PROMPT>   "Standard Prompts"
<END PANEL>

<DEFINE PANEL>   "Launcher: def2"
                      <FORMAT> "Full"
The Launcher is preset on some Macintosh models so that it opens automatically when you turn on the computer. Some important files, such as learning materials and information about service and support for your computer, are located in the Launcher in these models.

You open the Launcher by choosing Control Panels in the Apple (□) menu and double-clicking the Launcher icon.

You can set the Launcher to open automatically in the General Controls panel (by choosing Control Panels in the Apple (□) menu, double-clicking the General Controls icon, and clicking to put an X in the box labeled "Show Launcher at system startup."
        <PANEL PROMPT>   "Standard Prompts"
<END PANEL>

<DEFINE SEQUENCE>"Definitions sleep",   "sleep"
        <SEQUENCE PROMPT SET>   "Standard Prompts"
                <PANEL> "Sleep: def"
<END SEQUENCE>

<DEFINE PANEL>   "Sleep: def"
                      <FORMAT> "Full"
Sleep is a state in which your computer uses only the power it needs. The contents of memory are protected when the computer is in sleep. When you resume working (by touching a key, for example) your programs and documents are exactly the way you left them.

PowerBook models let you specify a time interval after which sleep takes effect automatically for the system and for the hard disk.
<END PANEL>

<DEFINE SEQUENCE>"Definitions AppleScript",   "AppleScript"
        <SEQUENCE PROMPT SET>   "Standard Prompts"

<PANEL> "AppleScript: def"
<END SEQUENCE>

<DEFINE PANEL> "AppleScript: def"
<FORMAT> "Full"
AppleScript is a scripting language you can use to control the Finder and application programs. You can use AppleScript to make your computer complete a sequence of steps automatically. You can also use AppleScript to add new capabilities to application programs.

To learn to use AppleScript easily and effectively, you may want additional tools and documentation, available from Apple and other sources.
<Dimmable Button Data> "Huh?","Definitions Scripting Language"
<END PANEL>

<DEFINE SEQUENCE>"Definitions Scripting Language", "Scripting Language"
<SEQUENCE PROMPT SET> "Standard Prompts"
<PANEL> "Scripting Language: def"
<END SEQUENCE>

<DEFINE PANEL> "Scripting Language: def"
<FORMAT> "Full"
A scripting language is like a programming language, but easier to use. Scripting languages consist of commands and other statements, along with rules about how the statements go together so that a computer can interpret them correctly.
<END PANEL>

<DEFINE SEQUENCE>"Definitions Applications folder", "Applications folder"
<SEQUENCE PROMPT SET> "Standard Prompts"
<PANEL> "Applications folder: def"
<END SEQUENCE>

<DEFINE PANEL> "Applications folder: def"
<FORMAT> "Full"
The system software automatically creates a folder named "Applications" on the startup disk. You can use this folder for programs (or you can throw it away).

You can use the General Controls panel to protect the Applications folder so that its contents can't be changed.
<END PANEL>

<DEFINE SEQUENCE>"Definitions Documents folder", "Documents folder"
<SEQUENCE PROMPT SET> "Standard Prompts"
<PANEL> "Documents folder: def"
<END SEQUENCE>

<DEFINE PANEL> "Documents folder: def"

<FORMAT> "Full"
The system software automatically creates a folder named "Documents" on the startup disk of some Macintosh models. You can use this folder to store your work. (If you throw away the Documents folder, the system will create a new one.)

You can use the General Controls panel to specify that your work is always saved in the Documents folder (unless you choose a different location before saving).

<END PANEL>

<DEFINE SEQUENCE>"Definitions Telecommunications",   "Telecommunications"
        <SEQUENCE PROMPT SET> **"Standard Prompts"**
                <PANEL>   "Telecommunications: def"
<END SEQUENCE>

<DEFINE PANEL>   "Telecommunications: def"
                      <FORMAT> "Full"
                      [definitions to come]

                      Some models, such as Macintosh PowerBooks, let you specify a time interval after which sleep takes effect automatically for the system and for the hard disk.
<END PANEL>

<DEFINE SEQUENCE>"Definitions Control panels and your Macintosh model",   "Control panels and your Macintosh r
        <SEQUENCE PROMPT SET> **"Standard Prompts"**
                <PANEL>   "Control panels: can I use"
<END SEQUENCE>

<DEFINE PANEL> "Control panels: can I use"
                      <FORMAT> "Full"
                      Some control panels are designed for use with specific Macintosh models. The correct set of control panels for your computer is installed at the factory.

                      If you reinstall the system software or upgrade to a new version, you may add control panels that aren't for your Macintosh model. When you try to open one of these, a message reports that the control panel can't be used.

                      If you don't know whether you need a specific control panel, you can use the Installer program to install it, try to open it, and see if the "can't use" message appears. (Click Huh? below for installation instructions.)
                <Dimmable Button Data>   "Huh?","How do I install system software components?"
<END PANEL>

<DEFINE SEQUENCE>"Definitions Selecting a color",   "Selecting a color"
        <SEQUENCE PROMPT SET> **"Standard Prompts"**
                <PANEL>   "Color picker: info"

<END SEQUENCE>
<DEFINE PANEL> "Color picker: info"
<FORMAT> "Tag"
Do This

<FORMAT> "Body"
Adjust the settings in the color dialog box to select a color. (For
explanations of the settings available, turn on balloons by choosing
Show Balloons from the Guide menu.)
• Click an icon on the left, such as "Apple HSL" or "Apple RGB," to
display a color-mixing method. (Use the Fewer Choices or More
Choices button to hide or show the icons.)
• Use the sliders, arrows, and pointer to adjust color settings.
• Check the boxes labeled "Original" and "New" to compare the current
and proposed colors.

When you see the color you want, click OK.

<END PANEL>

<DEFINE SEQUENCE>"Definitions Saving documents in a folder",   "Saving documents in a folder"
        <SEQUENCE PROMPT SET> **"Standard Prompts"**
                <PANEL>   "Saving: default folder"
<END SEQUENCE>

<DEFINE PANEL> "Saving: default folder"
<FORMAT> "Full"
You can specify one of three locations in which your documents will be saved. The
choices of location for saving are
• the folder containing the application that created
  the document
• the folder used most recently with the program that
  created the document
• the Documents folder

You select the location in the Documents section of the General Controls panel (by
choosing Control Panels from the Apple menu, double-clicking General Controls, and
clicking the button you want).
<END PANEL>

<DEFINE SEQUENCE>"Definitions Useful scripts",   "Useful scripts"
        <SEQUENCE PROMPT SET> **"Standard Prompts"**
                <PANEL>   "useful scripts: def1"
                <PANEL>   "useful scripts: def2"
<END SEQUENCE>

<DEFINE PANEL> "useful scripts: def1"

<FORMAT> "Full"
You can do any task in the Automated Tasks folder by choosing Automated Tasks from the Apple menu, then double-clicking the icon of the task you want.

The scripts in the Automated Tasks and More Automated Tasks folders include these common tasks:

• adding an alias of the selected icon to the Apple Menu
• turning file sharing on or off
• creating a drop folder and making it a shared folder
• adjusting the sound level
• adjusting the number of colors displayed on a
  monitor
• displaying or turning off folder sizes in list views
<PANEL PROMPT>   "Prompt Override: 6"
<END PANEL>

<DEFINE PANEL> "useful scripts: def2"
<FORMAT> "Full"
You double-click the icon of a script to initiate the task it automates.

You can modify the scripts in the Useful Scripts folder and add new scripts to this folder.

Click Huh? below for more information about creating or modifying scripts.
<Dimmable Button Data> "Huh?","How do I create a script?"
<END PANEL>

<DEFINE SEQUENCE>"Definitions AppleShare**,"**AppleShare**"**
          <PANEL>   "AppleShare: def"
<END SEQUENCE>

<DEFINE PANEL>   "AppleShare: def"
<FORMAT> "Full"
AppleShare is a part of the system software that lets you connect to other computers on a network and use the contents of shared folders or disks. You also use this software when you share folders or disks on your computer.
<PANEL PROMPT>   "Prompt Override: 4"
<END PANEL>

<DEFINE SEQUENCE>"Definitions Apple Extras" , "Apple Extras"
          <PANEL>   "Apple Extras: def"
<END SEQUENCE>

<DEFINE PANEL>   "Apple Extras: def"

                                                                        <FORMAT> "Full"

The Apple Extras folder is placed on your computer's hard disk when the system software is installed. This folder contains auxiliary programs and files that you can use to enhance the computer's operation. The items in the Apple Extras folder vary among different Macintosh models.

<PANEL PROMPT>   "Prompt Override: 4"

<END PANEL>

<DEFINE SEQUENCE> "Definitions MacTCP" , "MacTCP"
                <PANEL>   "MacTCP: def"
<END SEQUENCE>

<DEFINE PANEL>   "MacTCP: def"
                <FORMAT> "Full"

The MacTCP control panel lets you set controls and protocols for complex network communications.

If you aren't familiar with the network technology and transmissions, ask a network administrator or other expert for assistance before changing settings in the MacTCP control panel.

<PANEL PROMPT>   "Prompt Override: 4"

<END PANEL>

<DEFINE SEQUENCE> "Definitions Catalogs icon" , "Catalogs icon"
                <PANEL>   "Catalogs icon: def"
<END SEQUENCE>

<DEFINE PANEL>   "Catalogs icon: def"
                <FORMAT> "Full"

The Catalogs icon appears on the desktop if you have installed the PowerTalk software, which is provided with some Macintosh models. To store and use information in the Catalogs, you must first set up your PowerTalk system.

Consult the PowerTalk Guide (which appears in the Guide menu after you install the PowerTalk software) or the manual that came with your computer for more information.

<PANEL PROMPT>   "Prompt Override: 4"

<END PANEL>

<DEFINE SEQUENCE> "Definitions Mailbox icon" , "Mailbox icon"
                <PANEL>   "Mailbox icon: def"
<END SEQUENCE>

<DEFINE PANEL>   "Mailbox icon: def"

<FORMAT> "Full"
The Mailbox icon appears on the desktop if you have installed the PowerTalk software, which is provided with some Macintosh models. To use the Mailbox, you must first set up your PowerTalk system.

Consult the PowerTalk Guide (which appears in the Guide menu after you install the PowerTalk software) or the manual that came with your computer for more information.
<PANEL PROMPT>	"Prompt Override: 4"
<END PANEL>

<DEFINE SEQUENCE>"Definitions Stickies" , "Stickies"
			<PANEL>	"Sticky Memos: def1"
			<PANEL>	"Sticky Memos: def2"
<END SEQUENCE>

<DEFINE PANEL>	"Sticky Memos: def1"
			<FORMAT> "Full"
			Stickies is a program you can use to write notes while you are working with any other program. To make notes quickly, open Stickies (by choosing it from the Apple menu), then begin typing.

			You use the Note menu to change the style, font, or size of text in your notes. Your notes are saved automatically. When you open Stickies, the notes you've made previously also open.
			<PANEL PROMPT>	"Prompt Override: 6"
<END PANEL>

<DEFINE PANEL>	"Sticky Memos: def2"
			<FORMAT> "Full"
			You print your notes in the usual way (by choosing Print from the File menu). You use the Color menu to change the color of a note.

			You can set options for using Stickies by choosing Preferences from the Edit menu. You can also import text from another program or select and export text from your notes (by using the Import Text and Export Text commands in the File menu).
			<PANEL PROMPT>	"Prompt Override: 4"
<END PANEL>

<DEFINE SEQUENCE>"Definitions Selecting an audio source in the Sound control panel" , "Selecting an audio source
		<SEQUENCE PROMPT SET>	"Standard Prompts"
			<PANEL>	"Sound In: intro"

	<IF>	NOT InControlPanelFolder("Sound")

<PANEL>   "Sound: segue to install"

     <JUMP SEQUENCE>   **"Subsequence: Install Sound control panel"**
<END IF>

<SKIP IF>   **ActiveWindow('MACS',"Control Panels") OR ActiveWindow('MACS',"Sound")**
     <PANEL>   "Apple menu: choose control panels"

<SKIP IF>   **ActiveWindow('MACS',"Sound")**
     <MAKE SURE> ActiveWindow('MACS',"Control Panels"),"Auto open: Control Panels folder seq"
     <PANEL>   "Sound icon: opening"

<MAKE SURE>ActiveWindow('MACS',"Sound"), "Auto open: Sound seq"
     <PANEL>   "Sound: choose Sound In"

<MAKE SURE>ActiveWindow('MACS',"Sound"), "Oops:Sound CP not active"

<MAKE SURE>OpenWindow('MACS',"Sound"), "Oops:Sound CP not open"
     <PANEL>   "Sound devices: choosing"

<MAKE SURE>ActiveWindow('MACS',"Sound"), "Oops:Sound CP not active"

<MAKE SURE>OpenWindow('MACS',"Sound"), "Oops:Sound CP not open"
     <PANEL>   "Sound devices: click Options"
     <PANEL>   "Sound input: click device2"
<END SEQUENCE>

<DEFINE PANEL>   "Sound In: intro"
     <FORMAT> "Full"
     You use the Sound control panel to select a source for recording sound or playing sound
     through the computer's speaker.
<END PANEL>

<DEFINE PANEL>   "Sound input: click device2"
     <FORMAT> "Tag"
         Do This

         <FORMAT> "Body"
         Under "Input Source," click the icon of the sound input device you want
         to use.

         To hear the sound through the computer's speaker (or to play or record
         the sound on a device connected to the computer's sound output port),
         make sure the box labeled "Play-Through" contains an X.

         When you've made your choice, click OK.

         (Skip this step if you could not use the Options button.)
<END PANEL>

<DEFINE SEQUENCE> "Definitions Choosing a printer" , "Choosing a printer"
     <PANEL>   "printing: choose printer"
     <SKIP IF>   ActiveAppIs('chzr')

<PANEL> "Apple: choose Chooser"

<IF> **RBS("printer connected directly to the computer", "printing: choose printer")**
<MAKE SURE> ActiveAppIs('chzr'), "Auto open: Chooser seq"
 <PANEL> "Chooser:connect Via:GX"
<MAKE SURE> ActiveAppIs('chzr'), "Oops:Chooser not active"
<MAKE SURE> OpenAppIs('chzr'), "Oops:Chooser not open"
 <PANEL> "Chooser: click port"
<SKIP IF> Not GXInstalled()
<MAKE SURE> ActiveAppIs('chzr'), "Oops:Chooser not active"
<MAKE SURE> OpenAppIs('chzr'), "Oops:Chooser not open"
 <PANEL> "Chooser: click direct driver"
<SKIP IF> Not GXInstalled()
<MAKE SURE> ActiveAppIs('chzr'), "Oops:Chooser not active"
<MAKE SURE> OpenAppIs('chzr'), "Oops:Chooser not open"
 <PANEL> "Chooser:click Create GX"
<SKIP IF> GXInstalled() Or AppleTalkOff()
<MAKE SURE> ActiveAppIs('chzr'), "Oops:Chooser not active"
<MAKE SURE> OpenAppIs('chzr'), "Oops:Chooser not open"
 <PANEL> "Chooser: click AppleTalk Inactive"

<END IF>

<IF> **RBS("printer on a network", "printing: choose printer")**
<SKIP IF> **NOT AppleTalkOff()**
<MAKE SURE>ActiveAppIs('chzr'), "Auto open: Chooser seq"
 <PANEL> "Chooser: click AppleTalk Active"
<MAKE SURE>ActiveAppIs('chzr'), "Auto open: Chooser seq"
 <PANEL> "Chooser: click driver"
<SKIP IF> **NOT NetworkHasZones()**
<MAKE SURE>ActiveAppIs('chzr'), "Oops:Chooser not active"
<MAKE SURE>OpenAppIs('chzr'), "Oops:Chooser not open"
 <PANEL> "Chooser: click AppleTalk zones"
<MAKE SURE>ActiveAppIs('chzr'), "Oops:Chooser not active"
<MAKE SURE>OpenAppIs('chzr'), "Oops:Chooser not open"
 <PANEL> "Chooser: click printer name"
 <SKIP IF> GXInstalled()
<MAKE SURE>ActiveAppIs('chzr'), "Oops:Chooser not active"
<MAKE SURE>OpenAppIs('chzr'), "Oops:Chooser not open"
 <PANEL> "Chooser: click BG printing on"
 <SKIP IF> Not GXInstalled()
<MAKE SURE>ActiveAppIs('chzr'), "Oops:Chooser not active"
<MAKE SURE>OpenAppIs('chzr'), "Oops:Chooser not open"
 <PANEL> "Chooser:connect Via:GX"
 <SKIP IF> Not GXInstalled()
<MAKE SURE>ActiveAppIs('chzr'), "Oops:Chooser not active"
<MAKE SURE>OpenAppIs('chzr'), "Oops:Chooser not open"
 <PANEL> "Chooser:click Create GX"
 <SKIP IF> GXInstalled()
<MAKE SURE>ActiveAppIs('chzr'), "Oops:Chooser not active"
<MAKE SURE>OpenAppIs('chzr'), "Oops:Chooser not open"
 <PANEL> "printing: setup options1"
 <SKIP IF> GXInstalled()
 <PANEL> "printing: setup options2"
<END IF>

\<SKIP IF\>   **NOT OpenAppIs('chzr')**
          \<PANEL\>   "Chooser: close"

\<END SEQUENCE\>