MUUG Lines

Manitoba UNIX® User Group

Newsletter of the Manitoba UNIX® User Group

Welcome to MUUG Lines

By Gilbert Detillieux

Here is a sample edition of MUUG Lines, which you can use as a template for future issues. Also included is a guide to the provided paragraph styles, which make it easier to format articles that you place in the publication.

This publication was prepared using PageMaker 4.0 for Windows. You should be able to use this with version 5.0 and with Macintosh versions from 4.0 onward as well, but different font metrics may result in different formatting of the included text (so you may have to do some copy fitting to get things to look right again).

To start a new edition of the newsletter, either use this template, or start with the previous month's issue (which ever is closer to the layout you want). Strip out all the text and graphics for articles you'll no longer need, and remove extra pages if necessary. You should then use the "*Save As...*" operation so you can then work with a new, clean, compact publication file.

The first two pages and the last page tend to have a very similar layout and contents from month to month. For other pages, you may want to work with the previous layout, or just create new blank pages. Don't forget to adjust the month and year on the master page footer and on the front page masthead. Also adjust the volume and issue numbers as appropriate on the masthead.

Information about the meeting date, location, and agenda should also be updated every month. This appears in the box below, and also on the last page. Check with the president and meeting coordinator to get the updated information about the meetings.

Most articles will be submitted by e-mail as plain text files. Before placing these, you may want to use a simple text editor to clean them up. You can do this either on UNIX or in DOS after downloading. Don't forget to convert text files from UNIX to translate line delimiters from simple newlines to the usual DOS CR/LF pairs. I use *MKS VI* under DOS to do the editing, since it's fast (and for me, easy to use), and it also has the advantage that it will read text files in either DOS or UNIX formats, and save them in DOS format.

After placing the articles, you may want to get into the story editor right away, to do some quick editing. Spell check *all* new articles if it hasn't already been done. Setting paragraph styles is also done more quickly in the story editor than in layout mode. You may also prefer to do some of the other character formatting tasks at the same time. (Typically, you should use *italics* to emphasize words, rather than bold or underlining.)

Once the basic formatting is done, some copy fitting may be required to fill space or squeeze articles in. The provided styles for body copy use 10 point Times Roman and automatic (12 point) leading. Start by adjusting the leading up or down slightly to get the article to fit. If larger changes are needed, adjust the point size, however you probably shouldn't go below 9 points or above 12 points for normal text. Edit the text, if required, to get a nice fit.

Well, that's about it. Best of luck. 🗎

This Month's Meeting

Meeting Location:
Our next meeting is scheduled for Tuesday, November 9, at 7:30 PM. Once again, the meeting will be held in the auditorium of the St-Boniface Hospital Research Centre, just south of the hospital itself, at 351 Taché. You don't have to sign in at the security desk – just say you're attending the meeting of the Manitoba UNIX User Group. The auditorium is on the main floor, and is easily found from the entrance.

Meeting Agenda: See inside for details.

Inside This Issue

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Anything You Want to Talk About
By The Editor

This is your space to use as you wish. You can write an editorial style column, talk about what's in the newsletter, what's new with the group, or whatever.

This can be one of the most interesting parts of being editor, if you like writing — you can put in anything at all that you want to talk about this month. Have fun with it. 🖹

In addition to the editorial, page two contains a lot of other administrivia, which tends to stay the same from month to month. However, don't ignore it entirely. Check it over once in a while to make sure it still all makes sense, and update as required.

For example, the Executive list will have to be updated as soon as all the new positions are assigned. Make sure all the phone numbers are still current. 🖹

The 1992-1993 Executive

President:	Susan Zuk	(W) 631-2530
Vice-President:	Bary Finch	(W) 934-2723
Treasurer:	Rick Horocholyn	(W) 474-4533
Secretary:	Roland Schneider	1-482-5173
Membership Sec.:	Richard Kwiatkowski	589-4857
Mailing List:	Roland Schneider	1-482-5173
Meeting Coordinator:	Paul Hope	(W) 237-2361
Newsletter editor:	Gilbert Detillieux	489-7016
Publicity Director	Gilles Detillieux	489-7016
Information:	Susan Zuk	(W) 631-2530
		(FAX) 694-3901
(or)	Gilbert Detillieux	(H) 489-7016
		(FAX) 269-9178

Copyright Policy and Disclaimer

Advertising Rates

Quarter page	$50
Half page	$75
Full page	$100
Insert (1-4 pages)	$100

Above prices are per issue. The first ad is charged at the full price; each successive month is 1/2 price.

Ad copy must be submitted by the final copy deadline for an issue (usually 3 weeks prior to the monthly meeting) in a format acceptable to the editor. (Please make arrangements with editor beforehand.)

Internet E-mail: editor@muug.mb.ca

Group Information

The Manitoba UNIX User Group meets at 7:30 PM the second Tuesday of every month, except July and August. Meeting locations vary. The newsletter is mailed to all paid-up members one week prior to the meeting. Membership dues are $25 annually and are due as indicated by the renewal date on your newsletter's mailing label. Membership dues are accepted at any meeting, or by mail.

Manitoba UNIX User Group
P.O. Box 130, Saint-Boniface
Winnipeg, Manitoba R2H 3B4

Internet E-mail: membership@muug.mb.ca

Some Witty Title

By M. Uug, President

Lorem ipsum dolor sit amet, consectetuer adipiscing elit, sed diam nonummy nibh euismod tincidunt ut laoreet dolore magna aliquam erat volutpat. Ut wisi enim ad minim veniam, quis nostrud exerci tation ullamcorper suscipit lobortis nisl ut aliquip ex ea commodo consequat. Duis autem vel eum iriure dolor in hendrerit in vulputate velit esse molestie consequat, vel illum dolore eu feugiat nulla facilisis at vero eros et accumsan et iusto odio dignissim qui blandit praesent luptatum zzril delenit augue duis dolore te feugait nulla facilisi. Lorem ipsum dolor sit amet, consectetuer adipiscing elit, sed diam nonummy nibh euismod tincidunt ut laoreet dolore magna aliquam erat volutpat. Ut wisi enim ad minim veniam, quis nostrud exerci tation ullamcorper suscipit lobortis nisl ut aliquip ex ea commodo consequat.

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Carmina Burana

Submitted by Carl Orff

O Fortuna, velut Luna statu variabilis, semper crescis aut decrescis; vita detestabilis nunc obdurat et tunc curat ludo mentis aciem, egestatem, potestatem dissolvit ut glaciem.

Sors immanis et inanis, rota tu volubilis, status malus, vana salus semper dissolubilis, obumbrata et velata michi quoque niteris; nunc per ludum dorsum nudum fero tui sceleris.

Sors salutis et virtutis michi nunc contraria est affectus et defectus semper in angaria. Hac in hora sine mora cordum pulsum tangite; quod per sortem sternit fortem, mecum omnes plangite!

Fortune plango vulnera stillantibus ocellis, quod sua michi munera subtrahit rebellis. Verum est, quod legitur, fronte capillata, sed plerumque sequitur occasio calvata, etc.

In Fortune solio sederam elatus, prosperitatis vario flore coronatus; quicquid tamen florui felix et beatus, nunc a summo corrui gloria privatus, etc.

Fortune rota volvitur; descendo minoratus; alter in altum tollitur; nimis exaltatus rex sedet in vertice — caveat ruinam! nam sub axe legimus Hecubam reginam, etc.

Veris leta facies mundo propinatur, hiemalis acies victa

iam fugatur. In vestitu vario Flora principatur, nemorum dulcisono que cantu celebratur. Ah!

Flore fusus gremio Phebus novo more risum dat, hoc vario iam stipatur flore. Zephyrus nectareo spirans in odore, certatim pro bravio curramus in amore. Ah!

Cytharizat cantico dulcis philomena, flore rident vario prata iam serena, salit cetus avium silve per amena, chorus promit virginum iam gaudia millena. Ah!

Omnia Sol temperat purus et subtilis, novo mundo reserat faciem Aprilis; ad Amorem properat animus herilis et iocundis imperat deus puerilis.

Rerum tanta novitas in solemni vere et veris auctoritas iubet nos gaudere; vias prebet solitas, et in tuo vere fides est et probitas tuum retinere.

Ama me fideliter! Fidem meam nota: de corde totaliter et ex mete tota sum presentialiter absens in remota. Quisquis amat taliter, volvitur in rota.

Ecce gratum et optatum Ver reducit gaudia: purpuratum floret pratum, Sol serenat omnia. Iam iam cedant tristia! Estas redit, nunc recedit Hyemis sevitia. Ah!

Iam liquescit et decrescit grando, nix et cetera; bruma

Title – A Quick Guide to Paragraph Styles

Subtitle – Use These for a More Consistent Look, and Easier Layout

Teaser — An optional short sentence or passage introducing the article.

Author – Can also include author's title or affiliation

Credit — Indicate an article reprint credit, if required

Paragraph1 — At the start of an article, or after an Interjection or other sort of separator, the first paragraph should not have an indent on the first line.

Paragraph — Subsequent paragraphs should have an initial indented line.

Interjection – As Section Heading or Separator

Paragraph1 — New section, so we start with unindented paragraph again.

- Point — Use these for bulleted lists of points. Type a bullet, or other initial character, then a tab, followed by the rest of the paragraph.
- You could also use this style for a numbered list.

Including Code or Literal Text Examples

Since articles are often on technical topics, they may contain samples of code, commands to be typed in, or other literal text. To make it stand out, and make spacing more obvious, inline text should be in `Courier with an 80% set-width`. Reducing the set-width makes it closer to the width of the surrounding Times Roman text.

Longer sections of code, extending over more than one line, should be entered using one of the following paragraph styles.

```
Code Display – This should be used for shorter or
medium length examples, which are included within
the article (as a quotation would be).
```

```
Code Block – Use this for longer sections, where the
use of the Code Display style would not be appropri-
ate. This might include source code listings within or
after the article.
```

Other Styles

The above paragraph styles will cover most of the formatting you'll have to deal with for a typical article. For more specialised formatting, you may want to look at some of the other available styles (courtesy of Roland Schneider), which may be appropriate. Also feel free to develop your own styles, if none of the provided ones are appropriate for a paragraph format that is likely to appear again.

Ending Off

Finally, we end an article with a "pen tip" Dingbat character, which is a digit 2 in the Zapf Digbats font. You may want to set up a macro to make this easier, or just keep one close at hand on the pasteboard, so it can easily be copied and pasted in as needed. 🗎

Bio *— You may want to add a short bio, describing the authors, and their affiliation, if there's room, and such information wasn't given at the start of the article.*

Display Boxes and Sidebars

Subtitle – Use this instead of Title style, depending on size.

Display boxes can be used to frame an ad or some other notice that you want to have stand out, such as a sidebar within an article.

These consist of four parts: the box frame itself, the black heading bar, the reverse-text heading, and the text block or graphic within the frame.

To keep things aligned properly, it's best to select all four parts (e.g. by using a "lassoo" selection) and copying, pasting, and moving them together. Have a horizontal guideline placed beforehand where you want the top of the box to go, to make it easy to align the top. Then deselect everything, select the box frame only, and stretch or shrink the bottom as necessary to fit in the allowed space.

The text block or graphic within the box frame may also have to be moved and resized to fit in the allowed space, while still being properly centered within that space. This can be done visually, or you can use a couple vertical guidelines to adjust the left and right edges as required. You may also want to adjust the font size and/or leading of the text block to get a better fit.

You may sometimes want just the black heading bar and reverse-text heading, without the box frame (e.g. to separate two articles on one page). You can easily select just those two parts to copy and paste where needed.

This space intentionally left blank.

The following schedule should be included in the November issue. You'll also want to keep it handy afterwards, for quick reference. You might also want to mark these dates in your calendar, to remember to send out reminder notices before an upcoming deadline.

MUUG Lines Newsletter Deadlines for 1993-1994

Issue Number	Month	Articles	Deadlines Final Copy	Mailing	MUUG Monthly Meeting Date
Volume 6, No. 01	November	October 16	October 23	October 30	November 9, 1993
Volume 6, No. 02	December	November 20	November 27	December 4	December 14, 1993
Volume 6, No. 03	January	December 18	December 25	January 1	January 11, 1994
Volume 6, No. 04	February	January 15	January 22	January 29	February 8, 1994
Volume 6, No. 05	March	February 12	February 19	February 26	March 8, 1994
Volume 6, No. 06	April	March 19	March 26	April 2	April 12, 1994
Volume 6, No. 07	May	April 16	April 23	April 30	May 10, 1994
Volume 6, No. 08	June	May 21	May 28	June 4	June 14, 1994
Volume 6, No. 09	September	August 20	August 27	September 3	September 13, 1994
Volume 6, No. 10	October	September 17	September 24	October 1	October 11, 1994

Mailing deadline is always 10 days prior to meeting date, to ensure sufficient advance notice of motions, etc. All copy (ads, columns, meeting notices, etc.) must be submitted by noon on the final copy deadline date, which is one week prior to the mailing deadline. Articles and any other material that isn't time sensitive must be submitted by the articles deadline, which is one week prior to the final copy deadline.

SIG Sideline

By Bary Finch, SIG Coordinator

Bary Finch, or whoever takes over as SIG Coordinator, will hopefully provide a short monthly column to be placed here

Hope to see you at the next SIG meeting! 📄

fugit, et iam sugit Ver Estatis ubera; illi mens est misera, qui nec vivit, nec lascivit sub Estatis dextera. Ah!

Gloriantur et letantur in melle dulcedinis qui conantur, ut utantur premio Cupidinis; simus jussu Cyprydis gloriantes et letantes pares esse Paridis. Ah!

Floret silva nobilis floribus et foliis. Ubi est antiquus meus amicus? Ah! Hinc equitavit! Eia, quis me amabit? Ah!

Floret silva undique, nah mime gesellen ist mir we. Gruonet der walt allenthalben, wa ist min geselle alse lange? Ah! der ist geriten hinnen, owi, wer sol mich minnen? Ah!

Chramer, gip die varwe mir, diu min wengel roete, da mit ich die jungen man an ir dank der minnenliebe noete.

Seht mich an, jungen man! lat mich iu gevallen!

Minnet, tugentliche man, minnecliche frouwen! minne tuot iu hoch gemuot unde lat iuch in hohen eren schouwen.

Seht mich an usw.

Wol dir Werlt, daz du bist also freudenriche! ich will dir sin undertan durch din liebe immer sicherliche.

Seht mich an usw.

Swaz hie gat umbe, daz sint alles megede, die wellent an man allen disen sumer gan. Ah! Sla!

Chume, chume, geselle min, ih enbite harte din, ih enbite harte din, chum, chum, geselle min.

Suzer rosenvarwer munt, chum unde mache mich gesunt, chum unde mache mich gesunt, suzer rosenvarwer munt.

Swaz hie gat umbe usw.

Were diu werlt alle min von deme mere unze an den Rin, des wolt ich mich darben, daz diu chunegin von Engellant lege an minen armen. Hei!

Estuans interius ira vehementi in amaritudine loquor mee menti: factus de materia, cinis elementi, similis sum folio, de quo ludunt venti.

Cum sit enim proprium viro sapienti supra petram ponere sedem fundamenti, stultus ego comparor fluvio labenti, sub eodem tramite numquam permanenti.

Feror ego veluti sine nauta navis, ut per vias aeris vaga fertur avis; non me tenent vincula, non me tenent clavis, quero mihi similes, et adiungor pravis.

Mihi cordis gravitas res videtur gravis; iocus est amabilis dulciorque favis; quicquid Venus imperat, labor est suavis, que nunquam in cordibus habitat ignavis.

Via lata gradior more iuventutis, implicor et vitiis immemor virtutis, voluptatis avidus magis quam salutis, mortuus in anima curam gero cutis.

Cignus ustus cantat: Olim lacus colueram, olim pulcher extiteram, dum cignus ego fueram.

Miser, miser! modo niger et ustus fortiter!

Agenda

for
Tuesday, November 9, 1993, 7:30 PM
Samuel N. Cohen Auditorium
St-Boniface Hospital Research Centre
Main Floor, 351 Taché

1.	President's Welcome	7:30
2.	Round Table	7:35
3.	Business Meeting	8:00
	a) Old Business	
	b) New Business	
4.	Coffee Break	8:30
5.	Presented Topic	8:45
	To Be Announced	
	Stay tuned for details — watch muug.general for updates, as they become available.	
6.	Adjourn 9:30	

Note: Please try to arrive at the meeting between 7:15 and 7:30, to avoid disrupting the meeting in progress.

Coming Up

Meeting:
Next month's meeting is scheduled for Tuesday, December 14, at 7:30 PM. Meeting location will be the St-Boniface Research Centre, as usual. The December meeting has traditionally been a wine and cheese, and last year featured a show & tell. Stay tuned for details.

Got any ideas for meeting topics? Any particular speaker or company you'd like to see at one of our meetings? Just let our meeting coordinator, Paul Hope, know. You can e-mail him at <phope@muug.mb.ca>.

Newsletter:
Next month, a new editor takes control of the MUUG newsletter. Give the new kid a break and send in some new material, especially shorter articles – half a page to one page (400 to 1000 words) would be fine.

Monsieur Ex has also let me know that his mail-box has room for more of your wonderful queries again – please submit your questions to the old guy via e-mail to <m-ex@muug.mb.ca>. He may be old, but he's not ready for retirement yet!