ADDRESS LIST - PERSONAL

- Use <u>ALT-I</u> macro to insert an address into doc 1 (have cursor under first letter)
- Use <u>ALT-Q</u> macro to exit if you don't want to insert and address

This is a sample address file to be retrieved with the ALTA.WPM macro. Copy this file onto your C:\WP51 directory. Individual addresses can be inserted into your working document with ALTI.WPM. Once you have the system figured out, you can edit this file to suit yourself (and edit out these instructions).

Mary Brown RD2, Box 444 Yourtown, Yourstate 99999 John Jones 111 Main Street Anytown, Anystate 00000 Peter Out Apartment 500 Ivory Towers Alabaster City, State XXXXX Note that individual addresses must be separated by a Hard Page Break [Hpg]. If you're not familiar with this, it looks like a line of equals signs. A Hard Page <u>cannot</u> be created with the equals key! To make a Hard Page Break, press the Control and Enter keys simultaneously.