

## Welcome New XyWrite Users

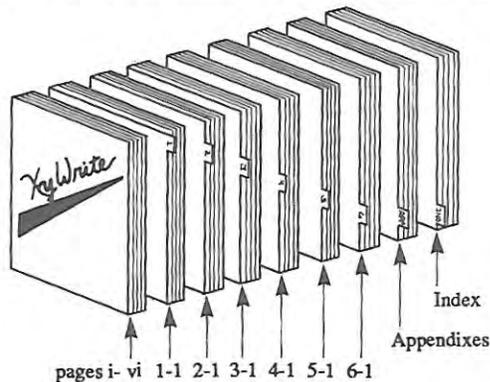
Thanks for selecting XyWrite as your word processor (we pronounce it zi-rite). We are proud of its speed, versatility, power, and ease-of-use.

### What You Get with XyWrite in This Package:

- Seven pieces of documentation:
  - Installation Guides (2)
  - Quick Start Tutorial
  - Basic Word Processing Tutorial
  - Applications Tutorial
  - A La Carte Tutorial
  - Reference Guide
- Six disks: \*
  - XyWrite Word Processor Disk
  - Training Disk
  - Printer File Disk
  - Supplemental Disk #1 (Spelling Dictionary)
  - Supplemental Disk #2 (Thesaurus)
  - A La Carte Menus Disk
- Plastic function key templates for your keyboard

It is important that you make a copy of the XyWrite Word Processing Disk before you begin using it regularly. The procedure for this is found in the *Installation Guide*. All seven pieces of documentation are described briefly on the following page.

**How to Insert Tabs into the Reference Guide.** The *Reference Guide* is shrink-wrapped in two separate parts, and has eight thumb-tab dividers. If you need assistance assembling this document, refer to the illustration below.



\*If you are using 3.5-inch disks, XyWrite files are on four disks: the Word Processor Disk, the Printer File Disk, the Supplemental Disk, and the A La Carte Menus Disk.



The documentation set is organized as illustrated on the opposite page. The diagram shows the way you would normally progress through the set.

There are two **Installation Guides**: one for installing basic XyWrite III Plus and one for installing A La Carte menus. You must complete the procedure outlined in the *XyWrite III Plus Installation Guide*. When you are done, you have the option of installing XyWrite's menu system. If you want to use the menus, complete the procedure described in the document *Installing XyWrite' A La Carte Menus*. Remember, you must install basic XyWrite before trying to install A La Carte.

The **A La Carte Menus Tutorial** introduces the novice user to word processing with XyWrite's menu system. It is an alternative way to use XyWrite that appeals particularly to new and casual users, although many experienced users enjoy the menu approach as well.

The **Quick Start Tutorial** enables any user to learn the ten most basic commands of XyWrite — the minimum set of skills necessary to start using XyWrite.

The **Basic Word Processing Tutorial** presents a fundamental set of commands for typical day-to-day word processing.

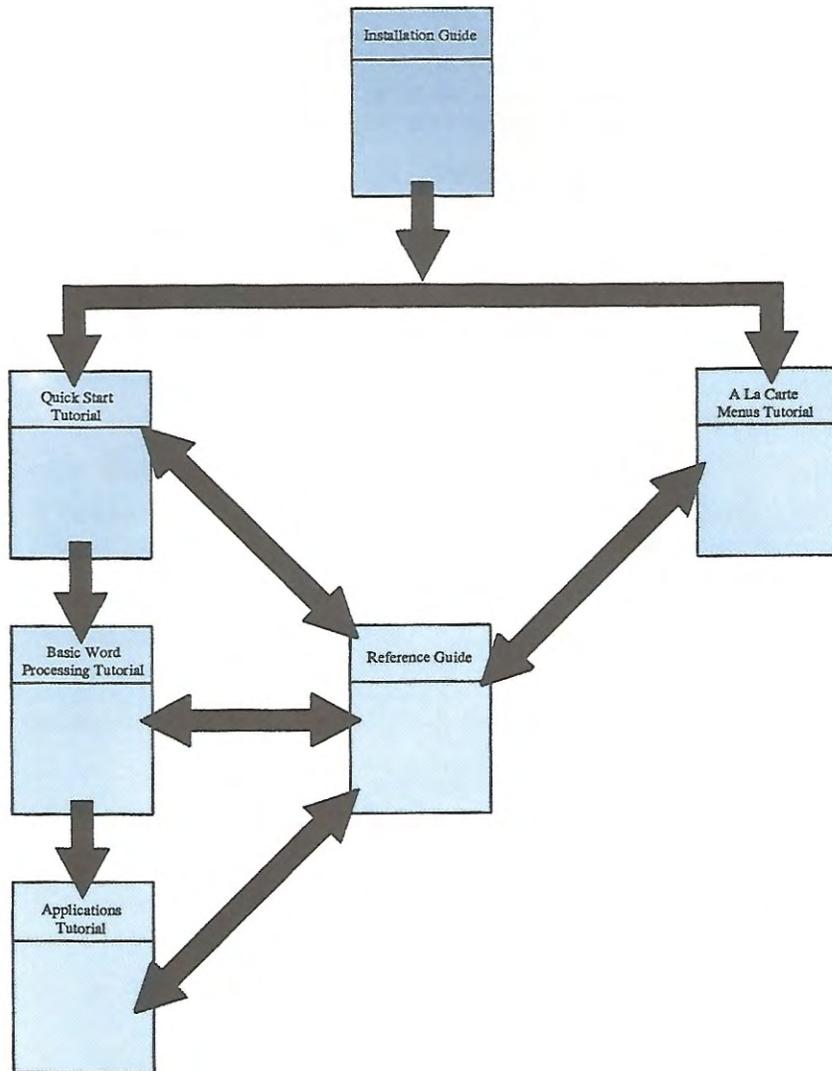
The **Applications Tutorial** assists the user in mastering *specialty tasks*, such as technical reports, cost reporting, mail merge, and programming.

The **Reference Guide** covers the *complete* set of XyWrite commands and procedures. It is intended for users at any level of experience.

**Novices:** If word processors are new to you, begin with the *A La Carte Menus Tutorial* or the *Quick Start Tutorial*. If you prefer working with menus, we recommend the *A La Carte Menus Tutorial*. If you prefer working with commands, begin with the *Quick Start Tutorial*, and progress in order through the *Word Processing Tutorial* and the *Applications Tutorial*. With either approach, use the *Reference Guide* as your encyclopedia, referring to it at any time.

**Experienced Users:** If you have used other word processors, you can move quickly through the *Quick Start Tutorial* and *A La Carte Menus Tutorial*. You can then progress to either the *Basic Word Processing Tutorial* or the *Applications Tutorial*. Refer to the *Reference Guide* at any time.

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XyWrite began in the early days of the IBM PC. The founders of XyWrite, Dave and John, had worked on larger computers, and wanted to bring those features to personal computers. What gives XyWrite uncompromised speed is the fact that the XyWrite team went to the extra work of writing XyWrite in assembly language (as opposed to a higher-level language). We feel it's the only way to go.

XyWrite has evolved, and the XyWrite team has grown along with its product. We are here to support you. We are constantly seeking ways to improve XyWrite, and we appreciate any comments you might have. Don't hesitate to contact us with your problems or with new ideas. We want XyWrite to work for you, to meet your needs.

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