Keyboard Use in Edit mode

Function	Apple II+	Apple //e	Franklin 1000
Beginning	ctrl-B	apple-B	ctrl-B
Clear tab	ctrl-C	apple-C	ctrl-C or BREAK
Down one line	ctrl-D	apple-D	ctrl-D
Down 10 lines	Ctrl-V	apple-V	ctrl-V
End of text	ctrl-E	apple-E	ctrl-E
Find	ctrl-F	apple-F	ctrl-F
Glossary	ctrl-G	apple-G	ctrl-G
Insert	ctrl-I	apple-I	ctrl-Q
Left delete	<-	DEL	<-
Left move	ctrl-L	apple-L or <-	ctrl-L
Left move 10	shift-ctrl-L	apple <-	
Move para.	ctrl-M	apple-M	ctrl-A
Put to disk	ctrl-P	apple-P	ctrl-P
Right move	ctrl-R	apple-R or ->	ctrl-R
Right move 10	shift-ctrl-R	apple ->	
Right delete	->	apple-DEL	->
Set tab	ctrl-S	apple-S	ctrl-S or pause
Tab	ctrl-T	apple-T or TAB	ctrl-T or TAB
Up one line	ctrl-U	apple-U	ctrl-K
Up 10 lines	ctrl-^	uparrow	ctrl-N
Wipeout	ctrl-W	apple-W	ctrl-W
X - mark	ctrl-X	apple-X	ctrl-X
Y remove ulin	ctrl-Y	apple-Y	ctrl-Y
Z underline	ctrl-Z	apple-Z	ctrl-Z
printformat	ctrl-zero	apple-zero	underline key
embed control	ctrl-*	apple-*	ctrl-§

The Main Menu

C Create. You wish to write a new document. You will be asked for its name. Erases any document currently in memory. To abort, press ESC.

P Print. Print a document from the disk. You will be asked to indicate the code of the document. Erases any document currently in memory. To abort, press ESC.

M Multiprint. Print a linked list of documents. Enter the code of the file which contains the list. Erases any document currently in memory. To abort, press ESC.

V Videomultiprint. Multiprint to the video display rather than to the printer.

R Retrieve. Retrieve a document from the disk and go to edit-mode. Enter its code. Erases any document currently in memory. To abort, press ESC.

T Transfer. Make a copy of a document on another disk. Enter its code. Erases any document currently in memory. To abort, press ESC before entering the code. This command cannot be aborted once you have entered the code.

D Delete. Delete a document from a diskette. Enter its code. To abort, press ESC before entering the code. This command cannot be aborted once you have entered the code. This command will not delete a document which is locked.

L Lock. Lock a document on the diskette. Once a document is locked, it cannot be deleted, and a document with the same name cannot be saved on this disk (unless the Unlock command is given). When a document is locked, an asterisk is shown to the left of its name.

U Unlock. Removes the lock and allows deletion or saving.

G Glossary. Load a glossary. Erases the glossary in memory. Erases any document currently in memory. Abort by pressing ESC before you enter the code.

N Newdisk. Format a new disk. If the disk was used before, erase it entirely. To complete the command, you must press *. Pressing any other key aborts the command. Note that you must hold < shift > in order to press *.

I Index. Print a list of the documents on this disk. The printer must be switched on. To abort, press Ctrl-RESET.

E Exit. Exit Zardax. You have to press Y to confirm you really want to exit. You should then insert another program disk (not a document disk) and press Ctrl-RESET.

Z Current drive declaration. You will then have to enter slot, drive and volume values. For example 610 means slot 6 drive 1 volume 0

Y Transfer drive declaration. Declares the destination slot, drive and volume for subsequent Transfers.

ESC Go to inner menu.

< space > Shows the list of documents on a disk. Each document is given a size in sectors. Free space in sectors is shown near top of screen.

The Inner Menu

C Change. Go to edit mode. You can do this to change the document by adding to it or otherwise editing it. Or you may press C merely because you wish to look at the document.

D Draft. Same as a print command (prints the document in memory) but only one copy. Starts printing immediately, from the beginning of the document. (Labels) are printed without alteration. Press ESC to abort. Press P to pause.

M Main Menu. Go to the main menu. This command does not erase the document in memory, however many of the main menu commands will do so. Be careful. You are recommended to save the document before going to the main menu.

P Print. Print the document in memory. You will be asked how many copies, and what page to begin printing at. (Labels) will be replaced with information from the keyboard or a disk-file. To abort, press ESC. To pause, press P.

R Rename. Change the name of the document in memory. Useful when you wish to save a document without erasing one on the disk which presently has the same name.

S Save. Save this document on the disk. Erase any document with the same name. ESC is alive during a save and would cause a (very confusing) partial abort.

V Videoprint. Prints a copy of a document on the screen as it would be formatted if printed. Press ESC to abort. Press < space > to pause and restart. While paused the arrows allow you to change position.

Z Current drive declaration. Same effect as the Z command in the main menu.

O1 Same as draft, but permits you to begin printing at a later page than the first.

O2 Same as videoprint, but permits you to begin the videoprint at a later page than the first.

O3 Write a formatted copy of the document on the disk. Useful if you wish to transmit the document to another computer by telephone. If you don't want inter-page gaps include a FLO command.

O4 Uninterpreted dump to the printer.

O0 Continue retrieval of a ''too large'' document. Chapter 9.

NOTES.

When the inner menu is displayed a number indicating the available free space in memory is shown on the screen. This number indicates how many more characters you can type before your document becomes too large.

When a print or videoprint is interrupted with ESC, you may press C to position the cursor at the point in the text where the interruption occurred.

ZARDAX PRINT COMMANDS

LMn	Left Margin
RMn	Right Margin (relative to the left margin)
FLn	Form Length — length of sheets in lines
PLn	Page Length — number of lines printed on page
CO	Continuous computer stationery
CS	Cut Sheets — separate sheets of paper
PNnn.cc	Page Numbering — declare + switch on
NN	No Numbering — switch off numbering
FD	Footer Define
FO	Footer On — switch on current footer
NF	No Footer — switch off current footer
HD	Header Define
HO	Header On — switch on current header
NH	No Header — switch off current header
NP	New Page — go to top of next page
CPn	Conditional Page — newpage if less n lines
SKn	SKip n lines or to top of next page
MAn	MArgin — temporarily change left margin
INn	INdent — same as MArgin but delayed
DS	Doublespace printing
SS	SingleSpace printing
SH	Space-and-a-Half printing
JU	JUstify right margin
NJ	No Justify — turn off justification
TAn	TAb across to position n
CE	CEntre short lines of text
NC	No Center — turn off centering
RL	Ragged Left — make the left edge ragged
RR	Ragged Right — restore ragged right
BF	Bold Face — turn on boldface printing
NB	Not Bold — turn off boldface printing
DW	DoubleWidth — turn on doublewidth printing
SW	SingleWidth — turn off doublewidth printing
EC	Enhanced Characters — turn on
NE	Not Enhanced — turn it off
SU	Shift Up — before superscript, after sub
SD	Shift Down — after superscript, before sub
PIn	PItch — 10, 12 or 15 characters per inch
LSn	Line Spacing — 6 or 8 lines per inch
ST	STop printing
RD	ReD printing
BK	BlacK printing
z1-z7	Programmable

Edit-Mode Commands

CTRL-U	Up. Move up one line and to the left of screen.
CTRL-D	Down. Move down one line and to left of screen.
CTRL-L	Left. Move one position to the left.
CTRL-R	Right. Move one position to the right.
CTRL-∧	Up ten. Move up ten lines.
CTRL-∨	Down ten. Move ten lines down.
CTRL-B	Beginning. Go to the beginning of the document.
CTRL-E	End. Go to the end of the document.
CTRL-T	Tab. Tab to next screen tabstop.
CTRL-S	Set tab. Set a tabstop here.
CTRL-C	Clear tab. Clear a tabstop here.
→	delete the flashing character (cursor).
←	delete the character before the cursor.
CTRL-M	Move. Move this paragraph up or down.
CTRL-W	Wipeout P (paragraph) A (all above) B (all Below) S (section from here up to a mark)
CTRL-F	Find and replace a word or phrase. Searches downwards from the present position.
CTRL-I	Insert a disk document at this spot.
CTRL-X	Mark this spot for Wipeout or Put.
CTRL-P	Put. Save the section from the mark down to here. Used for moving or copying sections.
CTRL-G	Glossary item. Insert a glossary item here.
CTRL-Z	Underline this letter.
CTRL-Y	Remove this underlining.
ESC	Go to inner menu.

Special keys

CTRL-ZERO	Marks the next two characters as a printer command.
CTRL-4	Non-printing separator (See page 4-25)
CTRL-5	Unbreakable space (see page 4-25)
CTRL-*	For sending control codes to the printer, causes the following character to have 64 subtracted from its ASCII value. Thus, this code followed by an A will send control-A to the printer (decimal value 1). This code followed by a B will send control-B (decimal value 2) etc. Note especially that this code followed by a [will send an Escape (decimal 27) to the printer.

CTRL with 1 3 6 7 8 9 respectively produce \ ` [ ] { }

Printer commands

All printer commands must be preceded by the special character CTRL-ZERO. Some printer commands must be followed by a number. Not all commands work with all printers.

Section I
INTRODUCTION

Chapter 1
Prefatory Remarks

ZARDAX is an easy to use Word Processor and Text Editor for the Apple II Plus Computer. Its sophistication makes it as powerful as most Word Processors presently available. Its remarkable ease of use makes it one of the simplest computer facilities yet written.

With this Word Processor, you can edit any text up to 13,500 characters in length on an Apple II Plus, and over twice that length with other hardware installed. You can create letters or other documents and print them on virtually any printer.

The program works well with long or short documents, reports or form letters. Shorter documents can be linked together to form long reports. Or, you can set up a file on your disk with, say, 100 names, addresses and other

information, and then produce 100 personalized letters under computer control. Because the system uses standard Apple DOS text files, you can write other computer programs to manipulate such files (sort, search etc).

BEFORE YOU START

If you have never used a computer before, you should have confidence. Nothing that you can type on the keyboard will break the computer or the **ZARDAX** program. Until you have some experience, you will be a little slow and you may make some mistakes that will inconvenience you, but you will cause no damage to the machine itself. (Unless you express anger with an axe in your hand!)

If your copy of **ZARDAX** has not been used before, you will need to install it. Chapters 17 and 18 will need to be read and acted upon before you proceed with chapter 2.

Chapters 2,3 and 4 are intended as a gentle introduction to use of **ZARDAX**. They will teach you enough to be able to use the system quite effectively, but they do not introduce you to all the capabilities present. You are advised to practise with the machine and use each new command as it is introduced to you.

You will need your copy of the **ZARDAX** disk, this manual and one or two new blank disks. It will also be helpful for you to have close by all the other manuals you received with your computer and its parts.

You are advised to limit your initial use of the system to those facilities which are described in the first few chapters. Only later should you launch into the deeper water which follows.

SPECIFICATIONS

This Word Processor operates on the Apple II computer. It
requires:

1. an Apple II Plus, (not unduly modified)
      or an Integer Apple with Autostart + ROM Applesoft
      or an Integer Apple with Language Card.
       (Last requires 2-stage boot)

2. 48K of RAM memory

3. a single Apple Disk II drive, DOS 3.3 (16 sector)

4. a printer with interface
    The system has special interfaces for the following
    incremental-spacing printers: NEC 5510 and 5515,
    Radio Shack Daisy wheel, Vista V300,
    certain Diablo printers, the Qume Sprint 5,
    and others using the NEC 5515 format.
    It has also been used with the Centronics 737,
    Epson MX80, etc., but special implementation
    of features like underlining will probably be
    required.

5. a small modification to the keyboard
    to permit shifting and shift lock.

In addition, the computer may contain, optionally:

6. One of the following 80-column terminal cards:

DoubleVision (Computer Stop, 16919 Hawthorne Blvd.,
                Lawndale, CA 90260)
SmartTerm   (ALS, 491 Macara Ave., Suite 1009,
                Sunnyvale, CA 94086)
Videx   (Videx, 897 N.W. Grant Ave.,
                Corvallis, OR 97330)
Vision-80   (Vista Computing, 1317 E. Edinger Ave.,
                Santa Ana, CA 92705)

    If an 80-column board is used, a monitor capable of
    80 column operation must also be employed.

7. A language card or 16K RAM card.

CHARACTERISTICS

1. Uses standard DOS 3.3 text files, with special
read/write routines yielding typical read times:

File Size (sectors)	Time (seconds)
30	9
60	16
80	21

2. On standard (40-column) Apple II, system uses HIRES
screen and software character generator (no lower case
converter chip needed).

    On 80-column Apples, program uses video card's
character set.

3. Maximum file size depends on optional equipment (6 & 7, above):

Configuration	Max. File Size
40-column, 48K	13.5K
40-column, 64K	23.5K
80-column, 48K	21.5K
80 column, 64K	31.5K