LEADING EDGE™
WORD PROCESSING

INSTALLATION GUIDE

READ THIS FIRST

This Installation Guide gets you ready to use Leading Edge Word Processing (LEWP) on

▲ An IBM® Leading Edge,™ or other IBM-compatible Personal Computer (PC) with 256 or more kilobytes of memory.

▲ An IBM® PC XT, Leading Edge™ XT, or other IBM-compatible hard-disk system.

Check your computer operating guide to make sure your system is ready to operate.

You'll need

▲ Your Disk Operating System (DOS) disk.

▲ The distribution copy of the LEWP Master Disk.

▲ The distribution copy of the LEWP Tutorial & Utilities Disk.

▲ The distribution copy of the Spelling Disk.

If you're using a floppy-disk system, you'll also need

▲ Four blank double-sided, double-density floppy disks. You'll use these to make
   A working copy of the Master Disk,
   A working copy of the Spelling Disk,
   A working copy of the Tutorial,
   Your first data disk.

Whenever screen messages appear during the installation procedure, proceed to the next step of the written instructions.

If you're using a floppy-disk system, see Installing LEWP on a Floppy-Disk System. If you're using a hard-disk system, see Installing LEWP on a Hard-Disk System.

INSTALLING LEWP ON A FLOPPY-DISK SYSTEM

To install LEWP you will

▲ Make a working copy of the LEWP Master Disk.

▲ Prepare your printer to work with LEWP.

▲ Make a working copy of the Spelling Disk.

▲ Make a working copy of the Tutorial.

▲ Format, or prepare, blank disks to use as data disks.

Throughout this guide, the *distribution copy* of the Master Disk refers to the Master Disk purchased with LEWP. The *working copy* of the Master Disk refers to the disk you'll make and label yourself.

Never remove a disk while the red light on the disk drive is on.

Booting

You must boot, or start up, your system to prepare your computer to accept instructions.

1. With the system off, insert the DOS disk in Drive A and close the drive door.

2. Turn on the system.
   Wait for the message:

   Enter new date :

3. Type the date using the same format as on the screen. Example: 10-31-84

   IF YOU MAKE A MISTAKE, press the (ESCAPE) (Esc) key at the top left of the keyboard. You can retype the date or go to the next step.

4. Press the (RETURN) (⏎) key.
   A message appears:

   Enter new time :

5. Type the time using the same format as on the screen. Example: 12:30

   IF YOU MAKE A MISTAKE, press the `ESCAPE` (Esc) key at the top left of the keyboard. You can retype the time or go to the next step.

6. Press the `RETURN` (↵) key. The screen displays the DOS prompt A>. Booting is now complete and the computer is waiting for directions.

Making a Working Copy of the LEWP Master Disk

The distribution copy of the LEWP Master Disk contains the programs you need to do word processing. You'll make a copy of this disk to boot and run LEWP. If your working copy of the LEWP Master Disk is ever damaged or worn, you'll have the distribution disk to recopy.

To make a copy of the Master Disk, you'll need

▲ The DOS disk.

▲ The distribution copy of LEWP Master Disk.

▲ A blank disk that you should date and label "Working Copy of LEWP Master Disk."

IF AT ANY TIME YOU MAKE A MISTAKE, press the `ESCAPE` (Esc) key and retype the command.

Make sure the system is booted with the DOS disk in Drive A and the A> on the screen.

1. Type **format b:/s** Type this exactly as you see it.

2. Press the `RETURN` (↵) key. If you get an error message, retype the command.

3. Insert the working copy of the LEWP Master Disk in Drive B and close the door, as prompted by the screen message.

4. Press any key to continue. Wait for the message:

   ```
   Format Another (Y/N)?
   ```

5. Type **n** The A> appears.

6. Remove the DOS disk from Drive A.

7. Insert the distribution copy of the LEWP Master Disk in Drive A and close the door.

8. Type **install**

9. Press the `RETURN` (↵) key.

10. Make sure that the disk labeled "Working Copy of LEWP Master Disk" is in Drive B and the door is closed, as prompted by the screen message.

11. Press any key to continue.

12. Remove the distribution copy of the Master Disk from Drive A, as prompted by the screen message.

13. Insert the DOS disk in Drive A and close the door.

14. Press any key to continue.

15. Remove both disks from the disk drives when a screen message confirms that the procedure is complete. **Do not write protect the working copy of the Master Disk.**

The PRINSTAL Procedure: Preparing Your Printer for LEWP

Follow this procedure to select which printer you want to use with LEWP.

You'll need

▲ The distribution copy of the Tutorial & Utilities Disk.

▲ The working copy of the Master Disk.

IF AT ANY TIME YOU MAKE A MISTAKE, press the `ESCAPE` (Esc) key and retype the command.

Make sure the system is booted with the A> on the screen.

1. Insert the distribution copy of the Tutorial & Utilities Disk in Drive A and close the door.

2. Insert the working copy of the LEWP Master Disk in Drive B and close the door.

3. Type **prinstal pc**
   Type this exactly as you see it.

4. Press the ⬚ RETURN ⬚ (↵) key.
   If you get an error message, retype the command.

   A Printer Selection Menu appears. You can choose up to five printers to use with LEWP. The instructions on the screen explain how to do this.

5. Select the printer you want.
   Notice the arrow on the screen to the left of the printer names. Press the ⬚ UP ARROW ⬚ (↑) or ⬚ DOWN ARROW ⬚ (↓) keys to move the screen arrow next to the the name of your printer.

   Press the ⬚ PAGE UP ⬚ (Pg Up) or ⬚ PAGE DOWN ⬚ (Pg Dn) keys on the numeric keypad to the right of the keyboard if you need to see more of the printers on this list.

   IF YOUR PRINTER IS NOT LISTED, see Appendix B: Printers Supported by LEWP.

6. Press the ⬚ RETURN ⬚ (↵) key to confirm your printer selection. The printer's name is highlighted.

   You can choose more printers by repeating steps 5–6. You can skip step 7 if you've chosen five printers.

7. Press the ⬚ END ⬚ key on the numeric keypad to the right of the keyboard when you've chosen all your printers.

8. Press the ⬚ RETURN ⬚ (↵) key if the selection is correct, as prompted by the screen message.
   or
   Press the ⬚ ESCAPE ⬚ (Esc) key to start over.

9. Remove both disks from the disk drives when a screen message confirms that the procedure is complete.

Making a Working Copy of the Spelling Disk

The distribution copy of the Spelling Disk contains 80,000 correctly spelled words and space for your personal dictionary. You'll make a copy of this disk to use with your working copy of the LEWP Master Disk.

To make a copy of the Spelling Disk, you'll need

▲ The DOS disk.

▲ The distribution copy of the Spelling Disk.

▲ A blank disk that you should date and label "Working copy of Spelling Disk."

IF AT ANY TIME YOU MAKE A MISTAKE, press the ⬚ ESCAPE ⬚ (Esc) key and retype the command.

Make sure the system is booted and the A> prompt is on the screen.

1. Insert the DOS disk is Drive A and close the door.

2. Type **format b:**
   Type this exactly as you see it.

3. Press the ⬚ RETURN ⬚ (↵) key.
   If you get an error message, retype the command.

4. Insert the working copy of the Spelling Disk in Drive B and close the door, as prompted by the screen message.

5. Press any key to continue.
   Wait for the message:

   Format Another (Y/N)?

6. Type **n**
   The A> prompt appears.

7. Remove the DOS disk from Drive A.

8. Insert the distribution copy of the Spelling Disk in Drive A and close the door.

9. Type **pcspell**

10. Press the ⌈ RETURN ⌉ (↵) key.

11. Make sure the working copy of the Spelling Disk is in Drive B, as prompted by the screen message.

12. Press any key to continue.

13. Remove both disks from their drives when a screen message confirms that the procedure is complete.

Making a Working Copy of the LEWP Tutorial

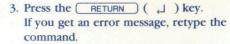Make a copy of the Tutorial to use the Tutorial Lessons.

You'll need

- ▲ The DOS disk.

- ▲ The distribution copy of the Tutorial & Utilities Disk.

- ▲ A blank disk that you should date and label "Working Copy of LEWP Tutorial."

IF AT ANY TIME YOU MAKE A MISTAKE, press the ⌈ ESCAPE ⌉ (Esc) key and retype the command.

Make sure the system is booted and the A> is on the screen.

1. Insert the DOS disk in Drive A and close the door.

2. Type **format b:/s**
   Type it exactly as you see it.

3. Press the ⌈ RETURN ⌉ (↵) key.
   If you get an error message, retype the command.

4. Insert the working copy of the LEWP Tutorial in Drive B and close the door, as prompted by the screen message.

5. Press any key to continue.
   Wait for the message:

   Format Another (Y/N)?

6. Type **n**
   The A> appears.

7. Remove the DOS disk from Drive A.

8. Insert the distribution copy of the Tutorial & Utilities Disk in Drive A and close the door.

9. Type **pctutor**

10. Press the ⌈ RETURN ⌉ (↵) key.

11. Make sure the working copy of the LEWP Tutorial is in Drive B, as prompted by the screen message.

12. Press any key to continue.

13. Remove both disks from their drives when a screen message confirms that the procedure is complete.

Formatting a Data Disk

You must format, or prepare, a data disk before storing information on it.

You'll need

- ▲ The working copy of the Master Disk.

- ▲ A blank disk or a disk that contains obsolete data.

Formatting erases all previous data on a disk.

IF AT ANY TIME YOU MAKE A MISTAKE, press the ⌈ ESCAPE ⌉ (Esc) key and retype the command.

Make sure the system is booted and the A> is on the screen.

1. Insert the working copy of the Master Disk in Drive A and close the door.
2. Type **format b:**
3. Press the [RETURN] (↵) key.
4. Insert the blank disk in Drive B and close the door, as prompted by the screen message.
5. Press any key to continue. Wait for the message:

Format another (Y/N)?

6. To stop formatting, type **n**
   or
   To format another disk, type **y** Repeat the procedure above, starting with step 4.
7. Remove the disks from both disk drives.
8. Date and label the blank disk "LEWP Data Disk."

You have now completed the installation of LEWP. Consult the User's Map in the Preliminaries chapter for your next step.

INSTALLING LEWP ON A HARD-DISK SYSTEM

To install LEWP you will

▲ Copy the LEWP Master onto the hard disk.

▲ Prepare your printer to work with LEWP.

▲ Copy the Spelling Disk onto the hard disk.

▲ Copy the Tutorial onto the hard disk.

Never remove a disk while the red light on the disk drive is on.

A minimum of 500 kilobytes of free space on your C drive is recommended to install LEWP.

Booting

You must boot, or start up, your system to prepare the computer to accept instructions.

1. Open the door of the floppy-disk drive (Drive A).
2. Turn on the system. Wait for the message:

Enter new date:

3. Type the date using the format on the screen. Example: 10-31-84

   IF YOU MAKE A MISTAKE, press the [ESCAPE] (Esc) key at the top left of the keyboard. You can retype the date or go to the next step.

4. Press the [RETURN] (↵) key. A message appears:

Enter new time:

5. Type the time using the format on the screen. Example: 12:30

   IF YOU MAKE A MISTAKE, press the [ESCAPE] (Esc) key at the top left of the keyboard. You can retype the time or go to the next step.

6. Press the [RETURN] (↵) key. The screen displays the DOS prompt C>. Booting is now complete and the computer is waiting for directions.

Copying the LEWP Master Disk

To install LEWP on an XT (hard-disk system), you need to copy programs from the distribution copy of the LEWP Master Disk onto the hard disk. This creates a subdirectory where LEWP instructions are stored.

Make sure the system is booted with the C> on the screen.

IF AT ANY TIME YOU MAKE A MISTAKE, press the (ESCAPE) (Esc) key and retype the command.

1. Insert the distribution copy of the LEWP Master Disk in Drive A and close the door.

2. Type **a:instalxt**

3. Press the (RETURN) (↵) key.

4. Remove the distribution copy of the LEWP Master Disk from Drive A when a screen message confirms that the procedure is complete.

The PRINSTAL Procedure: Preparing Your Printer for LEWP on a Hard-Disk System

Follow this procedure to select which printer you want to use with LEWP. You'll need the distribution copy of the Tutorial & Utilities Disk.

IF AT ANY TIME YOU MAKE A MISTAKE, press the (ESCAPE) (Esc) key and retype the command.

Make sure the system is booted and the C> is on the screen.

1. Insert the distribution copy of the Tutorial & Utilities Disk in Drive A and close the door.

2. Type **a:prinstal xt**

3. Press the (RETURN) (↵) key. If you get an error message, retype the command.

   A Printer Selection Menu appears. You can choose up to five printers to use with LEWP. The instructions on the screen explain how to do this.

4. Select the printer you want. Notice the arrow on the screen to the left of the printer names. Press the (UP ARROW) (↑) or (DOWN ARROW) (↓) keys to move the screen arrow next to the name of your printer.

   If you need to see more of the printers on this list, press the (PAGE UP) or (PAGE DOWN) keys on the right side of the keyboard.

   IF YOUR PRINTER IS NOT LISTED, see Appendix B: Printers Supported by LEWP.

5. Press the (RETURN) (↵) key to confirm your printer selection. The printer's name is highlighted.

   You can choose more printers by repeating steps 4–5.

6. Press the (END) key in the lower-right corner of the keyboard when you've chosen all your printers.

7. Press the (RETURN) (↵) key if the selection is correct, as prompted by the message on the screen.
   or
   Press the (ESCAPE) (Esc) key to start over.

8. Remove the disk from Drive A when a screen message confirms that the procedure is complete.

Copying the Tutorial

Copy the Tutorial onto the hard disk to use the Tutorial Lessons.

You'll need the distribution copy of the Tutorial & Utilities Disk.

IF AT ANY TIME YOU MAKE A MISTAKE, press the (ESCAPE) (Esc) key and retype the command.

Make sure the system is booted and the C> is on the screen.

1. Insert the distribution copy of the Tutorial & Utilities Disk in Drive A and close the door.
2. Type **cd \lewp**
3. Press the [RETURN] key.
4. Type **xttutor**
5. Press the [RETURN] (↵) key.
6. Make sure the Tutorial & Utilities Disk is in Drive A, as prompted by the screen message.
7. Press any key to continue.
8. Remove the disk from the disk drive when a screen message confirms that the procedure is complete.

Copying the Spelling Disk

You need to copy the spelling files to the LEWP subdirectory on the hard disk.

You'll need the distribution copy of the Spelling Disk.

IF AT ANY TIME YOU MAKE A MISTAKE, press the [ESCAPE] (Esc) key and retype the command.

Make sure the system is booted and the C> is on the screen.

1. Insert the distribution copy of the Spelling Disk in Drive A and close the door.
2. Type **cd \LEWP**
3. Press the [RETURN] (↵) key.
4. Type **xtspell**
5. Press the [RETURN] (↵) key.
6. Make sure the Spelling Disk is in Drive A, as prompted by the screen message.
7. Press any key to continue.
8. Remove the disk from the disk drive when a screen message confirms that the procedure is complete.

You have now completed the installation of LEWP. Consult the User's Map in the Preliminaries chapter for your next step.

Call 1-800-523-HELP
or
Massachusetts residents,
call collect: (617) 449-6762