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## ON-LINE QUICK REFERENCE MANUAL

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To get the next page of the manual, press the MOVE key.  
You can experiment with any of the functions--that is,  
you can edit or draw on them without destroying  
them permanently.

They're easier to read if you turn off the grid (LOOK G).  
To exit from the manual, type (LOOK ?).

- page 1**      ■ **THE BASICS**  
ENTER, QUIT, EXIT MANUAL, THE MOUSE
  
- page 2**      ■ **LINES AND FIGURES**  
STRAIGHT, OPEN & CLOSED CURVES, FREEHAND, DASHES
  
- page 3**      ■ **MOVING, COPYING, TRANSFORMING**  
SELECT, MOVE, COPY, ENLARGE/REDUCE, ROTATE/SLANT/STRETCH
  
- page 4**      ■ **TEXT, ARROWHEADS, FONTS**  
CAPTIONS, TEXT POSITION, FONT EXCHANGE, ARROWS
  
- page 5**      ■ **FILES**  
NAME, READ, WRITE, PRESS FILES, PRINTING WITH EMPRESS
  
- page 6**      ■ **KEYBOARD COMMANDS, DEFAULT SWITCHES**

**TO ENTER DRAW:** AT THE EXECUTIVE, TYPE **DRAW** OR **D**

**TO QUIT:** TYPE **LOOK Q** THEN **Y** (FOR YES)

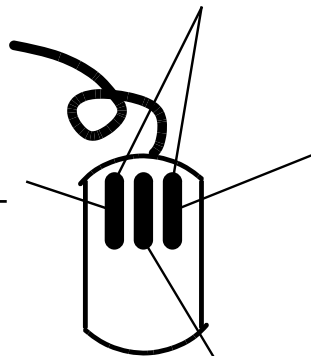
**TO TURN GRID ON/OFF:** TYPE **LOOK G**

**TO GET NEXT PAGE  
OF HELP MANUAL:** PRESS **MOVE**

**TO LEAVE HELP MANUAL:** TYPE **LOOK ?**

TO MARK MENU SELECTIONS

TO POSITION FIGURES  
AND TEXT  
AT PRECISE POINT  
OF CURSOR



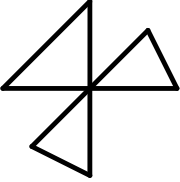
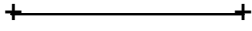




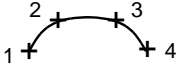



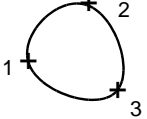

TO POSITION FIGURES  
AND TEXT  
AT NEAREST GRID POINT

NO FUNCTION

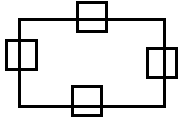





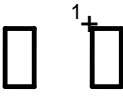


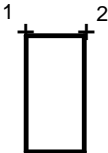


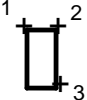
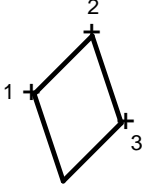

**LINES AND FIGURES**

**page 2**

symbol (command)

	<p><b>STRAIGHT LINES</b>                  DEFINE START AND END POINT. PRESS DO</p> <p style="text-align: center;">                   PT. 1                      PT. 2             </p>	<p style="text-align: right;">DO</p> <p style="text-align: center;">+</p> <p style="text-align: center;">(DO)</p>
<p>DELETE</p>	<p>DELETE MOUSE POINTS WITH LOOK A                  DELETE LINES WITH X FROM MENU</p>	<p>X or (LOOK X)</p>
	<p><b>FREEHAND</b>                  GET  FROM MENU</p> <p>HOLD DOWN LEFT MOUSE BUTTON AS YOU DRAW</p>	<p style="text-align: center;"></p> <p style="text-align: center;">(NONE)</p>
	<p><b>OPEN CURVES</b>                  DEFINE AT LEAST THREE POINTS WITH PRESS DO</p> <p style="text-align: center;">  </p>	<p style="text-align: right;">CROSS</p> <p style="text-align: center;">+</p> <p style="text-align: center;">(DO)</p>
	<p><b>DASHED LINES</b></p> <p>GET SCISSORS FROM MENU                  APPLY SCISSORS TO LINE AND PRESS BUTTON                  PRESS AGAIN TO RETURN TO SOLID LINE</p>	<p style="text-align: center;">SCISSORS</p> <p style="text-align: center;">(NONE)</p>
	<p><b>LINE WIDTH/BRUSH SHAPE</b>                  TOP LEFT COLUMN = LINE WIDTH                  TOP RIGHT COLUMN = BRUSH SHAPE</p> <p>MARK, PICK UP PAINTBRUSH, APPLY TO LINE</p>	<p style="text-align: center;">PAINTBRUSH</p> <p style="text-align: center;">(NONE)</p>
	<p><b>CLOSED CURVES</b>                  GET CIRCLE FROM MENU                  DEFINE THREE OR MORE POINTS PRESS DO</p> <p style="text-align: right;">  </p>	<p style="text-align: center;"></p> <p style="text-align: center;">(NONE)</p>

(KEYBOARD COMMAND)

		<p><b>SELECT</b> GET SELECT SYMBOL FROM MENU MARK ALL LINES TO BE AFFECTED</p>	 (LOOK S)
<p>FROM ...</p> 	<p>TO ...</p> 	<p><b>MOVE</b> GET SINGLE ARROW FROM MENU MARK <b>ONE POINT:</b> ON FIGURE TO BE MOVED MARK <b>ONE POINT:</b> AT NEW SPOT</p>	 (LOOK Z)
		<p><b>COPY</b> GET DOUBLE ARROW FROM MENU PROCEED AS ABOVE</p>	 (NONE)
		<p><b>ENLARGE/REDUCE</b> GET SINGLE (MOVE) OR DOUBLE (COPY) ARROW FROM MENU MARK <b>TWO POINTS</b> ON FIGURE TO BE ENLARGED/REDUCED MARK <b>TWO POINTS</b> AT NEW SPOT</p>	   (NONE)
		<p><b>ROTATE/SLANT/STRETCH</b> GET SINGLE (MOVE) OR DOUBLE (COPY) DOTTED ARROW FROM MENU MARK <b>THREE POINTS</b> ON FIGURE TO BE TRANSFORMED MARK <b>THREE POINTS</b> AT NEW SPOT</p>	 (NONE)

This is a sample of  
Helvetica12.al

0  
Left justified

This is a sample of  
Helvetica12b.al

1  
Right justified

This is a sample of  
Helvetica10.al

2  
Centered

\*IK<            8ik,

                  i  
                  8          u  
q 1          i          7  
          q          u  
w 2 w          y          6 y  
          3 e          t          5 t  
          e          r          4  
                  r

### CAPTIONS

MARK THE FONT YOU WANT (0, 1, OR 2)  
TYPE THE CAPTION (BACKSPACE TO CORRECT ERRORS )  
PRESS RETURN OR MARK THE CAPTION

### TEXT POSITIONING

TYPE LOOK T  
TYPE L, R, OR C

### FONT EXCHANGE

TYPE LOOK F  
INDICATE THE NUMBER OF THE FONT TO BE ELIMINATED  
TYPE IN THE EXACT NAME OF THE REPLACEMENT FONT

### ARROWHEADS

UPPER CASE LETTERS, OPEN; LOWER CASE, SOLID  
TOP ROW, LARGEST; BOTTOM ROW, SMALLEST

DIRECTION: FROM LEFT-MOST KEY (1, Q, A, Z) OF A ROW  
ARROWS RUN COUNTER-CLOCKWISE STARTING  
FROM THE NORTHWEST POSITION

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notes

<p><b>NAMING</b></p>	<p>WORKING FILES: APPEND <b>.DRAW</b>                  PRESS FILES: APPEND <b>.PRESS</b></p> <p><u>NEVER USE ANY SPACES</u></p>	<p>NAME SIMILAR                  FILES IN A SERIES:</p> <p>File1.press                  File2.press                  File3.press</p>
<p><b>READ/RETRIEVE                  WORKING FILE</b></p>	<p>TYPE <b>LOOK R</b></p> <p>TYPE IN EXACT NAME OF FILE                  PRESS <b>RETURN</b></p> <p>(EDITS WILL NOT DESTROY ORIGINAL FILE                  UNTIL IT IS RE-FILED)</p>	<p>TO:  <b>EDIT</b></p> <p><b>VIEW ON                  SCREEN</b></p>
<p><b>WRITE                  WORKING FILE</b></p>	<p>TYPE <b>LOOK W</b></p> <p>TYPE IN EXACT NAME OF FILE                  PRESS <b>RETURN</b></p>	<p>TO:  <b>EDIT</b></p> <p><b>VIEW ON                  SCREEN</b></p>
<p><b>PRESS FILES</b></p>	<p>TYPE <b>LOOK P</b></p> <p>TYPE IN EXACT NAME OF FILE                  PRESS <b>RETURN</b></p>	<p>TO:  <b>PREPARE                  FOR PRINT</b></p>
<p><b>PRINTING</b></p>	<p>AT THE EXECUTIVE, TYPE:</p> <p>Empress Filename.press 3/c                      RETURN                  or                  Empress File*.press 1/c                      RETURN</p>	<p><b>**</b></p> <p>SEE BELOW</p>

**\*\*** EVERY DRAW USER WE KNOW HAS TRIED TO PRINT A WORKING FILE  
 AT SOME POINT IN HIS OR HER CAREER.                      TRY PRINTING THE FILE CIRCLE.DRAW  
 AND EXAMINE THE MYSTIFYING RESULTS!



THAT'S ALL!  
LOOK ?  
TO EXIT

**MENU SELECTIONS**

w — DO key

w — LOOK X

w — LOOK S

w — LOOK Z

**RETURN key**

| (CAPTION)

r

**KEYBOARD COMMANDS & DEFAULT SWITCHES**

DELETE LAST MOUSE POINT(S)	<b>LOOK A</b>
DELETE ALL MOUSE POINT(S)	<b>DELeTe key</b>
DELETE LAST COMMAND	<b>LOOK U</b>
DELETE SELECTED MATERIAL	<b>LOOK D</b>
DELETE TYPOS IN MESSAGE/CAPTION AREAS	<b>BS key</b>
TURN ON/OFF GRID	<b>LOOK G</b>
REFRESH SCREEN	<b>TAB key</b>
SELECT EVERYTHING	<b>LOOK E</b>
DELETE EVERYTHING	<b>LOOK D+ LOOK E</b>
TEXT POSITION CHANGE	<b>LOOK T</b>
FONT CHANGE	<b>LOOK F</b>
QUIT	<b>LOOK Q</b>

SWITCH	VALUE
<b>Grid</b> x /G	16
<b>Splines</b> x /S	200
<b>Text</b> x /T	100
<b>Knots</b> x /K	100
<b>Dashes</b> x /D	16
<b>Open Spaces</b> x /O	8